#### PROCEEDINGS OF THE BROWN COUNTY EDUCATION & RECREATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, December 1, 2011 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay,

Present:

Vice Chair Tim Carpenter, Bill Clancy, Vicky Van Vonderen, John Vander Leest

Excused:

Jesse Brunette

**Also Present:** 

Supervisor Erickson, Lynn Stainbrook, Dr. Watermolen, Lori Denault, Doug Hartman,

Cora Haltaufderheide, Rolf Johnson, Scott Anthes, Neil Anderson, Troy Streckenbach, Randy

Cunningham, Matt Kriese, Other Interested Parties

I. Call to Order:

The meeting was called to order by Vice Chairman Tim Carpenter at 5:01 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor Van Vonderen, seconded by Supervisor Clancy to approve. Vote taken. <u>MOTION</u>
<u>CARRIED UNANIMOUSLY</u>

III. Approve/Modify Minutes of October 6, 2011 and October 20, 2011.

Motion made by Supervisor Clancy, seconded by Supervisor Van Vonderen to approve. Vote taken. <u>MOTION</u> <u>CARRIED UNANIMOUSLY</u>

- 1. Review Minutes of:
  - a. Library Board (September 15, 2011):

Motion made by Supervisor Van Vonderen, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

b. Neville Public Museum Governing Board (October 10, 2011 and November 14, 2011).

Motion made by Supervisor Clancy, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

#### **Communications**

2. Communication from Supervisor Erickson re: Update on reducing County Board Launch fees to Seniors (65 and over) from \$30.00 to \$20.00.

Supervisor Erickson was looking for an update on this communication as it was not addressed at budget time. Assistant Park Director Doug Hartman stated this had been approved unanimously by the Ed and Rec Committee; however he noted that the County is only one of three partners in the launch program. He had recently met with De Pere and Green Bay with regard to this and both of them will be taking the matter to their committees to address the concept of a senior discount.

Erickson noted that the number of boat launch users in the 65-70 year old range was quite limited. He felt the highest percentage of boaters was in the 25-55 year old range and therefore he did not feel a senior discount would result in a great loss of revenue. Consequently, a reduction in the launch fee for seniors may actually increase revenue because boaters from neighboring counties may come to Brown County to buy a reduced pass.

Supervisor Van Vonderen felt we should wait until we hear from Green Bay and De Pere, but Erickson felt a decision should be made by the end of January at the latest so passes can be printed as he felt people would begin buying passes at the end of February or early March.

Supervisor Vander Leest's opinion was that everyone should pay the same launch fee. He did not think this was a large issue and he had not heard anyone from his district ask for this type of reduction.

Supervisor Clancy stated that he supported the senior discount for launch fees. He felt that if something could be done to enhance the services for seniors, it should be done and further, the amount of money that would be lost is nominal. He felt that we owed this to our senior citizens. Supervisor Carpenter also felt a reduction for seniors was a good idea. Erickson clarified that the reduction would apply to annual passes only and not daily passes.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to hold for one month. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

3. Communication from Supervisor Vander Leest re: Request to review the stops for the Bookmobile to include more stops for handicapped persons, elderly and other under-served persons in Brown County.

Supervisor Vander Leest brought this forward because he was interested in making sure that the elderly and handicapped populations as well as people in under-served areas have access to the Bookmobile.

Library Director Lynn Stainbrook stated that she appreciated the opportunity to address this and provided the Committee with the current Bookmobile schedule, a copy of which is attached. The Bookmobile currently makes 24 stops, seven of which are at senior and retirement centers, three at handicap accessible sites, five at schools and daycares and nine other stops, most of which are in the eastern part of the County where there are no library branches. Stainbrook stated she was always eager to look at suggestions for additional stops.

Vander Leest asked if there had been requests for additional elderly/handicapped stops and Stainbrook stated that there was a request for another stop in De Pere, however, she noted the Bookmobile already made two senior stops in De Pere and they were unable to accommodate a third stop in the same area.

Vander Leest asked if there had ever been consideration given to a monthly stop at Villa West on Ninth Street in Green Bay. Stainbrook stated she would take a look at that but noted that most of the time when a new stop is added, it means that another stop is dropped.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

4. Communication from Supervisor Vander Leest re: Request for Library staff to present lower cost options to renovate the Central Branch Library. Original projected cost in 2008 was \$10 million, that price is now over \$20 million. Referred from September County Board/October Ed & Rec.

Supervisor Vander Leest wanted to bring this forward for discussion as he does not feel the County Board will approve the large price tag associated with this project. He felt that if the costs were pared down there would be more support from the Board. He has had a number of supervisors tell him that they did not feel this would pass at this price and he wanted to be clear and have it on the record that this needs to be pared down.

Library Board President Dr. Watermolen stated that they will work very hard to bring the costs down, but this had to be done in an orderly and reasonable fashion. The next step is the architectural/engineering plan and

once that is received they will evaluate it to see what can be taken out or modified. They will also examine what portions may be paid for by grants or donations so as not to eliminate any of those items.

Vander Leest cautioned that they will need 18 votes for approval of bonding and he urged Dr. Watermolen to keep the Committee and Board involved as they will need strong support.

Van Vonderen views this as a three phase project, the first phase of which would be to obtain the architectural/engineering plan to find out what can and should be fixed. The second phase would be determining the key maintenance issues that have to get done and the third phase would be the renovation to take the library into the future. She felt this should be looked at in these phases with a separate price tag for each. It is her opinion that the key starting point to get to the appropriate costs would be the architectural study.

Clancy agreed with Van Vonderen and stated it would be difficult to make cuts without an architectural study. He also agreed that before any cuts are made a determination is necessary as to what may be covered by grants. He felt the Library Board was proceeding on the right track and he supported their efforts thus far.

Stainbrook stated she has been trying to figure out where the 10 million dollar figure came from as she knows it is not from the 2008 study. Vander Leest indicated that the figure came verbally from the consultant from Chicago. Stainbrook and Watermolen both disagreed and felt it came from former County Executive Tom Hinz when he was looking for economic stimulus dollars. Stainbrook did not want anyone to have the misconception that the 10 million dollar figure is based on any study that had been done.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Communication from Supervisor Vander Leest re: Request to include a commitment of future excess Room Tax Monies in Brown County toward the Resch Center, Shopko Hall, and Arena Complex Capital needs. This would be included in our resolutions related to supporting the KI Expansion. Referred from September County Board/October Ed & Rec.

Vander Leest stated that the Ed and Rec Committee had oversight over the Arena, Resch Centre and Shopko Hall. Money received from PMI as part of the lease agreement is put back into the buildings. In the past this amounted to \$300,000 per year, however, when the lease was renegotiated, this amount was reduced to \$130,000 per year. This is not enough to appropriately maintain the facilities and will result in greater costs in the future and may also decrease the life of the buildings. Vander Leest felt we need to explore alternative funding mechanisms and examine how to maintain the facilities better. He also felt that discussions with regard to expansion of the KI Center are related due to the excess room tax monies that will be available and he felt from a strategy point of view these items work together.

Vander Leest thought it would be appropriate to hold this matter for one month to come back with a proposal that would include monies for maintenance of our facilities as well as monies that would be allocated towards expansion of the KI Center.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen, to hold for one month. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to suspend the rules and discuss Items 31, 32, and 33 at this time and move Items 26 and 27 to follow the discussion on Item 33. Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in the proper format here, Items 31, 32, and 33 were discussed at this time, followed by discussion on Items 26 and 27.

#### Other

6. Update from Corporation Counsel John Luetscher regarding Room Tax Issues.

Corporation Counsel John Luetscher was unable to attend the meeting, however, he had prepared a letter which was distributed to the Committee and a copy is also attached.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to hold for one month and invite Corporation Counsel John Luetscher to attend the next Ed and Rec Committee meeting. Vote taken.

MOTION CARRIED UNANIMOUSLY

#### **Golf Course**

7. Budget Status Financial Report of October, 2011.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

8. Golf Course Financial Statistics as of November 13, 2011.

Golf Course Superintendent Scott Anthes stated that the golf course never really caught up from the extraordinarily wet spring. He hopes that with the rate changes next year and better weather things will turn around.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Request from Perry Mettler regarding use and fees of golf course for special events.

Anthes stated that Mettler, a season pass holder, had contacted the Chairman of the Ed and Rec Committee, Jesse Brunette, with regard to hosting an outing at the golf course. Anthes had met with Mettler and discussed options with him and there is nothing further that needs to be done at this time.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

10. Superintendent's Report.

Anthes stated that as of November 14 the golf course is officially closed for the season and all greens have been covered. Fairways and greens have been sprayed with winter fungicides and have been put to bed. Tree trimming, equipment maintenance, pressure washing and tear downs are also underway. He would like to meet one more time this year with the steering committee and he will contact Supervisor Vander Leest with regard to this.

With regard to the First Tee, Anthes had a meeting recently with County Executive Troy Streckenbach and Corporation Counsel John Luetscher. The result of the meeting was that John Luetscher will be drafting a letter to First Tee stating that the golf course is wholeheartedly in support of the project but is unable to sign an agreement at this time until First Tee gives 100 percent commitment to the project. Anthes stated that when he

went to sign the agreement with First Tee, they advised him that they were also looking to do their project at the University. Anthes was taken aback by this as the County and the Wadsworth Foundation were of the assumption that if the County agreed to do this with First Tee, it was to 100 percent with the County. First Tee has now stated that that was not their intent and they had planned on meeting with the University and come to a consensus as to what direction they would go. When they got back to Anthes, First Tee told them that their plan was to have both options available to do their fundraising.

Anthes continued his report by indicating that gift cards for both the golf course and steakhouse could be purchased at the steakhouse as well as in the County Clerk's office.

Anthes also stated that the Trout Creek project is moving forward. All permits have been obtained from the Army Corps of Engineers and it is now a matter of putting it out for proposal to find a construction company. He will keep the Committee advised of the progress of this project.

Anthes concluded his report that the Safari Steakhouse is now in their winter hours. Their contract is for them to stay open seven days a week which they are doing, however, business on Mondays, Tuesdays and Wednesdays is very, very slow. Anthes questioned if it would be mutually beneficial to look at closing for some of that time, but this is simply in the early stages right now and he will keep the Committee advised of any developments in this regard.

Motion made by Supervisor Clancy, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### Museum

11. Attendance and Admissions for October, 2011.

Museum Director Rolf Johnson provided the Committee with admission and attendance figures for October, 2011, a copy of which is attached. He stated that the museum was doing well and they are meeting expectations. He also provided the Committee with the museum dashboard for October and November which is also attached.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

12. Budget Adjustment (11-141): Increase in expenses with offsetting increase in revenue.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to approve. Vote taken. <u>MOTION</u> <u>CARRIED UNANIMOUSLY</u>

#### 13. Museum Director's Report.

Johnson thanked the Committee for their positive comments with regard to the 100 Day Assessment Report. One of the key items in the assessment pertains to the governance structure of the museum. He directed the Committee's attention to the complexity of the org chart on the second page of the attached Director's Report. Johnson felt the governance of the museum needs to be streamlined and discussions with regard to this are occurring at this time with the governance board. He felt it would be prudent to defer further discussion with the Committee until the next Ed and Rec meeting when Chair Brunette was available as he is on the governance board and could fairly represent the consensus opinion of that board. Johnson did wish to point out, however, that he had done some research on how other museums are governed as far as if they are public or private

institutions and he found that what is really needed is to identify some basic principles of governance and he is in the process of doing this.

Johnson continued on with his director's report by stating that in 2012 he would like to see fewer exhibits but more impactful exhibits. He stated that he had been contacted by both the NFL and ESPN as both had heard that the Neville possessed artifacts that relate to the Packers story and Johnson is excited to be able to help these entities with a pregame story they are working on regarding the Packer – Bears rivalry which will be shown before the Christmas Day game.

Johnson also shared the fact that the number of school children who visit the museum has decreased. He is concerned with this and stated that this needs to be turned around. He felt much of this was due to diminishing resources for transportation. He will be working on ways to have museum exhibits fit into the school curriculum as well.

Vander Leest commented on the organization and governance structure of the museum and stated that the subcommittee was created due to the general leadership of the former Museum Director. Vander Leest felt that Johnson brings energy and enthusiasm to the museum and he felt the County Board would be supportive of Johnson's input as to the governance of the museum.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### Library

14. Budget Status Financial Report for September, 2011.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to approve. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### 15. Director's Report.

Library Director Lynn Stainbrook provided her Director's Report and other information to the Committee, copies of which are attached. Stainbrook thanked the Committee for their support at the budget meeting and stated the library had an 11 percent decrease in their budget. She was also pleased to announce that the basement space at the Kress Library had been rented. The tenant is the Green Bay Model Railroaders. Stainbrook suggested that the February or March Ed & Rec Committee meeting be held at the Kress Library so the Committee could see how the tenant will be using the space.

Stainbrook also reported that the library had received a donation with a value of \$25,000 from MK Sorting, a private company, for radio frequency identification equipment and the tags that go with it. This company wanted to set up a pilot project at a small library with about 20,000 items and the Southwest Branch was selected. The Southwest staff and volunteers have been busy tagging all items and are about 85 percent done at this time. An open house will be held at the library on December 5 to kick off the system. Stainbrook also stated that the new bathrooms had been completed at both the Ashwaubenon and Southwest branches.

Stainbrook continued that the skylight installation is underway at the Central Library. They did have to close the library for safety reasons while they removed some large beams, but the staff was very cooperative with this and either worked at different branches or took vacation. Stainbrook brought a piece of the old skylight to the meeting along with a piece of the new skylight for comparison sake. The new skylights will allow more daylight into the building and are threaded to reduce glare. The new skylight will also be much more energy efficient and

the project was paid for with a \$300,000 federal grant. The entire skylight project should be complete sometime between Christmas and New Year's.

Stainbrook concluded her report by mentioning that the staff work rules committee continues to work on developing employee work rules. She stated that they have representation from every branch and department and all levels of staff as well as Human Resources and it is a wonderful collaboration that is going on. The proposed policies are attached to the library report. She realizes that these policies do not need Board approval, but she did wish to keep the Committee advised of what is happening at the library.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### **NEW Zoo**

16. Budget Adjustment (11-154): Increase in expenses with offsetting increase in revenue.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Budget Status Financial Report for October, 2011.

NEW Zoo Director Neil Anderson stated that they had a great Zoo Boo and should finish the year in good financial shape.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

- 18. **Zoo Monthly Activity Report.** 
  - a. Operations Report.
    - i. Admissions, Revenue, Attendance.
    - ii. Gift Shop, Mayan, Zoo Pass, Misc. Revenue.

Anderson passed out updated reports for November, 2011, copies of which are attached. He noted that admission for October and November was good and he hoped that the December weather would be cooperative and this would be a good month as well. Anderson hoped to be over the 241,000 attendance mark for the year and noted that he was pleased with this in light of the bad spring weather. He also noted that gift shop numbers were up over the previous year for October and November.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Education/Volunteer Programs Report for September and October, 2011.

Anderson stated that they had 875 volunteers for Zoo Boo which resulted in 2500 - 4000 volunteer hours. He also noted that they have over 7000 fans on the Zoo's Facebook page.

Motion made by Supervisor Clancy, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### 20. Curator's Report.

Anderson talked about some of the items contained in his Curator's report, including the addition of a shelter in the goat area due to an increased goat herd. He also mentioned they are expanding the Cotton-top Tamarin exhibit to make it larger and are also renovating the Koi pond in the Children's Zoo. More details on these projects and others are contained in the Animal Collection Report attached to the agenda.

Motion made by Supervisor Van Vonderen, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### 21. Maintenance Supervisor Report.

Anderson stated that they are busy winterizing exhibits and doing general repairs. They have also updated the penguin mechanical room in preparation for the AZA inspection process next year. With regard to the educational building, the first phase is nearing completion. He also indicated that they had recently received a \$100,000 donation from a private individual to be used for this building. He hopes to have the building open in the spring.

Motion made by Supervisor Van Vonderen, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

#### 22. Zoo Boo Report.

Anderson stated over 20,000 people participated in Zoo Boo. This event is a great partnership with the Zoo and the vendors involved. Total ticket sales for 2011was \$110,000, compared to \$107,000 last year. This event is very important for the Zoo budget.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

#### 23. Zoo Director's Report.

Anderson passed out a report, a copy of which is attached. He mentioned the Holiday Fest which is coming on up December 16 and 17 and Breakfast With Santa which will be held on December 17. He also noted that Zoo Pass holders will received 50 percent off in the gift shop for the month of December. He also stated that he hoped to have a rough draft of the organizational analysis and appropriate wrap up completed by the end of December. Finally, he has been working with Doug Hartman and his staff in preparation for the merger and this has been going well.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### Parks

24. Budget Status Financial for October, 2011.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

25. Budget Adjustment Request (11-142): Increase in expenses with offsetting increase in revenue.

Motion made by Supervisor Clancy, seconded by Supervisor Van Vonderen to approve. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

26. Request from Keith Bell for discussion regarding consistency in rental and storage fees charged at park facilities.

Keith Bell, 730 Washington Street, Wrightstown, Wisconsin addressed the Committee. His concern is the use of Wrightstown Park by the Waterboard Warriors Water Ski Show Team. They use the park for both their ski shows and winter storage of their equipment. Bell stated that items that are stored on the park property include docks, barrels and trailers and these items are an eyesore to Bell who has been an adjacent property owner since 1991. He feels that his property value has decreased due to the Waterboard Warriors and he does not like the noise created when they are practicing and holding shows. Bell further stated that his dock has been damaged due to the Waterboard Warriors. He would like to know what the storage arrangements with the Park are and would also like to see the Waterboard Warriors return to De Pere where they originally held their shows.

Park Director Doug Hartman stated that the Waterboard Warriors moved to Wrightstown Park in 2000 or 2001 when water levels at De Pere became too low for them to do their shows. The contract the County currently has with them is for them to pay \$200 annually for normal weekly shows. They are charged an additional \$50.00 for special events.

Motion made by Supervisor Van Vonderen, seconded by Supervisor Vander Leest to suspend the rules to allow interested parties to speak. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

Vander Leest agreed that stored items should be kept in a neat and orderly fashion and encouraged Bell to work with the Park Department on this to find a way for it not to impact his property. He informed Bell that any issues he had related to noise should be addressed to the Village of Wrightstown as the County does not have jurisdiction over that. Vander Leest acknowledged that Bell had certain rights as a property owner but also noted that the Waterboard Warriors have certain rights and the County does not have any authority to tell them to move back to De Pere.

Carpenter asked if the Waterboard Warriors are made aware of the fact that their storage may be unsightly so as to afford them the opportunity to clean it up. He is familiar with the Waterboard Warriors and felt that they were a fine group and would take care of any issues that arose in a timely and appropriate fashion if brought to their attention. Hartman stated that he contacted the Waterboard Warriors right away after learning of Bell's complaints.

Tim Johnson, 3125 Ferndell Acres Drive, Oneida, Wisconsin addressed the Committee. He stated that he is a Board Member of the Waterboard Warriors and, as such, is familiar with Bell's complaints. He stated that last winter they had to replace barrels under some of their jumps and docks and therefore these items were left upside down for the winter so they could complete these repairs. Johnson also stated that upon being contacted by Doug Hartman with regard to Bell's complaints, the area was cleaned up. With regard to the trailers referred to by Bell, Johnson noted that these items are on the shore during the summer monthly only and then are stored off site for the remainder of the year. Johnson felt the Waterboard Warriors have a good working relationship with the Village of Wrightstown and it is important to him that this continues and they are also trying to be good neighbors with Bell. The Waterboard Warriors are restricted to practice on Mondays and Wednesday and they typically do not use loudspeakers at practice. Shows are held on Tuesday and Thursday.

Clancy asked if large wakes are created during practice and shows and Johnson responded that most ski associations feel that high water is the problem when it comes to erosion and not high wakes. Further, the

boats used by the Waterboard Warriors are specifically built not to cause a big wake and he has not heard any complaints from any other property owners concerning wakes. Johnson also stated that the Waterboard Warriors have offered to build a dock suitable to Bell, but he has refused this offer.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to return to regular order of business. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

Van Vonderen asked Hartman what his position was on this. Hartman stated that the Waterboard Warriors do need to be sure that their winter storage area as neat and orderly and appropriate. With regard to the trailers, there is a clause in the contract that these are to be moved off site for the winter months and this has occurred. The erosion issues are something that needs to be addressed to the DNR.

Supervisor Clancy asked Johnson if he felt that a cooperative effort could still be made to repair Bell's dock to be usable again. Johnson stated that he has been open to this for a number of years, but he now feels the problems go beyond the dock alone and fixing the dock would only be a small "patch job".

Vander Leest indicated that he is a supporter of property rights and felt the Waterboard Warriors should work to keep things clean and orderly so as not to impede Bell's enjoyment of his property. He urged Bell to bring up issues concerning noise with the Village and if there are other issues, Bell should go directly to the Waterboard Warriors. Vander Leest also urged Johnson and the Waterboard Warriors to respect Bell as a property owner.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to receive and place on file. Vote taken. *Ayes:* Vander Leest, Van Vonderen, Clancy. *Abstain:* Carpenter. <u>MOTION CARRIED</u>

27. Request from Jacque Jadin for permission to add to, maintain and improve existing mountain bike trail system to be sustainable in way that will minimize user impact.

Assistant Parks Director Doug Hartman stated that the mountain biking community at the Reforestation Camp is a very passionate and concerned group who would like to bring up some ideas and concerns and discuss some different ways to do business. A number of these mountain biking enthusiasts are in attendance to address the Committee. Hartman did remind the Committee that with the departure of Bill Dowell, there will be new leadership and park management as of January 1, 2012 and he felt this is a good time to gather information to allow the new Park Director, Neil Anderson, to hear the ideas of this group.

Melissa Dupke, N5515 Navarino Lane, Luxemburg, Wisconsin addressed the Committee and provided a handout, a copy of which is attached. She stated that the objective of their group is to add to, maintain, and improve the existing mountain bike trail system at the Reforestation Camp and in Brown County to be sustainable in a way that will minimize user impact. Over the past five years, the user ship at the Camp has increased by approximately 100 percent. The number of trail passes sold at the box at Camp increased from about 600 in 2007 to over 1300 in 2011. This generates a fair amount of income for the County.

The mountain bikers are seeking connection to nature, escape, fun, challenge, exercise, variety, connections with others with like interests, camaraderie, a sense of belonging and facilities and she felt the Reforestation Camp offered an excellent opportunity for all of these. Mountain biking is a popular activity with nearly 40 million participants annually and this number has been steadily growing over the past decade. Dupke felt that Brown County's facilities for mountain bikers are a valuable asset.

Dupke continued to go through the attached handout with the Committee. She noted that in 2011 approximately \$5,500 had been donated to the mountain bike fund from events held at the Camp sponsored by

the Titletown Flyers and Trikes to Bikes. However, they are not aware of the balance in the mountain bike fund and they would like to be made aware of this so they can see how much money they have to spend.

Supervisor Vander Leest asked for explanation of the user conflict between the bikes and horses mentioned by Dupke. Dupke stated that a portion of the trail is open to both bikes and horses and she felt that education has not happened for many cyclists and horse riders as to how the interaction should take place and therefore conflicts can occur. Randy Cunningham, a park ranger at the Reforestation Camp, stated that by nature horses are pretty skittish and one of the things he thinks is important is to reduce user conflict and felt that a single track to the side of the trail would help with this. Cunningham also mentioned another user conflict is the tread wear from people riding on the double track trail and a single track trail would also help alleviate some of that.

Cunningham went on that he had worked with this group of cyclists on the trail work they have done and they have volunteered over 100 hours in 2011. He stated that they are very accountable as to what their tread wear is and he felt that in working with this group they have found the right limestone topsoil to use on the trails and this seems to be working very well.

Vander Leest stated that he likes to see taxpayers using parks and he applauded Dupke and her group for their involvement and work done. He would like to ascertain the feasibility of this from the Park Department and he advised those present that the process is that this is now at the Committee level and then would have to go on to the full County Board. He also wanted to know what the funding mechanism for these proposals would be and stated that his concern would be if projects were started, he wanted to be sure they were finished appropriately and timely.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to have staff work with the organizations involved and come back with a plan for the Committee by the February meeting. Vote taken. MOTOIN CARRIED UNANIMOUSLY

Carpenter also applauded the group for the efforts they have put forward and was impressed with the number of volunteer hours that have been logged. He also felt that the timing of these requests was impeccable due to the new structuring that is being put together with the NEW Zoo and Parks. He thought that the proposals to improve the trails would be well-received if done in a methodical way with a team approach.

Van Vonderen stated that she was impressed with the presentation and thanked Dupke and her group for the presentation and she urged them to work with staff to get to do what they want to do. Clancy also thanked the group for their presentation and stated that the Committee wants them to succeed.

#### 28. Resolution re: Identifying Revenues That Can Be Deposited Into The Land And Building Acquisition Segregated Account.

Doug Hartman stated that years ago a segregated account was started for land and building acquisitions. This account was used to buy land, develop parks, etc. At the time the fund was started, the only funds that were deposited were logging revenue from Camp and parking money from the Arena. Hartman felt strongly that there should be another mechanism to build up the land and acquisition fund and that is what precipitated this resolution. The resolution specifies that that logging revenues, revenues from public and private endowments and donations specifically identified for this purpose, revenues from County-owned land and building sales, revenues from temporary or permanent utility easements on Park lands, revenues from land leases and rentals and other revenue sources as approved by the Brown County Board of Supervisors in the future shall be placed in the Land and Building Acquisition Fund. Hartman stated that currently there is approximately \$200,000 in the account.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

#### 29. Approval of 2013 Park rates and fees for grounds/shelter rentals.

Hartman stated that the Park Department is on a rolling calendar for park rentals. Reservations for 2013 will be taken beginning in January, 2012 and he wished to have the park fees through 2013 approved. The rates will remain the same in 2013 as in 2012.

Motion made by Supervisor Vander Leest, seconded by Supervisor Clancy to approve. Vote taken. <u>MOTION</u> <u>CARRIED UNANIMOUSLY</u>

#### 30. Director's Report.

Matt Kriese from Barkhausen shared some photographs with the Committee of different things that have been going on at Barkhausen. He stated that they did a controlled burn recently and burned off two different sections to kill of unwanted vegetation and stimulate grass growth in the spring. Kriese also reported that Barkhausen's programming is almost wrapped up for the year and he was pleased with the attendance at programs throughout the year. He also shared photos of a work day at the Fox River Trail in which they eliminated some invasive buckthorn near the trailhead in preparation for tilling and planting in the spring. He also stated that the deer season was a success and there were no safety issues. Thirty-seven permits were issued and he knows of five deer that were taken from Barkhausen.

Hartmann shared pictures of the new entrance at Pamperin Park and stated that it will be done shortly and the new frontage road is open. He also stated that six metal detecting permits had been issued. He further stated that he was not aware of any issues anywhere in the County with the deer hunt.

Hartman also stated that he is still working with Corporation Counsel on concealed carry and he had suggested that weapons be prohibited in park shelters as many times there is alcohol served at events in the shelters. He also felt that weapons should be prohibited at Barkhausen due to the number of people, and in particular children who visit. He has also suggested that weapons be prohibited at special events such as events held at the Fairgrounds.

Hartman went on that with the reduction in staff over the winter months they will not be grooming the ski trail at the golf course. He stated that it was a nice track and there were some regular users, but they did need to make some cut backs. They will still maintain trails at Barkhausen, Reforestation Camp and Neshotah as in the past. Hartman also stated they had a good year at the rifle range with no safety issues and they were slightly up in the number of guns from last year.

Motion made by Supervisor Van Vonderen, seconded by Supervisor Clancy to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### Resch Centre/Arena/Shopko Hall

31. Complex Attendance for the Brown County Veterans Memorial Complex.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

#### 32. Update re: Repair and Maintenance Timeline at the Resch Center (standing item).

County Executive Troy Streckenbach reported that Engineer Doug Marsh will be filling in for Bill Dowell who had recently resigned. Streckenbach stated that the work Dowell had done for the County was appreciated.

Streckenbach stated that there is an industry average of what should be put into properties such as the Arena complex annually for maintenance and this figure is between two and four percent of the value of the complex. Two percent of the value of the entire Arena complex would be approximately 1.2 million dollars and four percent would be approximately 2.3 million dollars. While the County is not currently in a position to be able to meet this industry average, Streckenbach would like to examine what can be done to get close to that amount, both through private and public partnership.

Streckenbach continued that he is getting ready to negotiate the contract with PMI for the next year and would like to get the County closer to where it was in 2003, 2004 and 2005 when we were receiving somewhere in the neighborhood of \$250,000 - \$300,000 from PMI. Part of this money could then be placed in the contingency fund and part earmarked for annual maintenance.

Engineer Doug Marsh shared some historical perspective of contributions, both by PMI and the County. Since 2006 through the current fiscal year, PMI has been investing \$370,000 – \$480,000 annually in routine and preventative maintenance. For the current fiscal year, the amount for routine maintenance is roughly \$400,000. In addition PMI has also been investing about \$100,000 per year in equipment replacement. The County has contributed \$160,000 annually for capital improvements for a total of approximately \$660,000 toward the 1.2 million dollar budget recommendation.

Cora Haultaufderheide of PMI stated that from PMI's point of view, the ongoing relationship they have had with Brown County has been great. PMI has committed quarterly to give the County a breakdown of what needs to be done from a maintenance standpoint to keep them informed of what is going on with their asset. PMI is committed to take care of the property as if it was their own and they would like to continue their arrangements with the County.

Van Vonderen felt it was important to take a good look at the Arena and consider if this should be part of long-term plans given the small attendance numbers. Clancy hoped the maintenance issues could be resolved and more cash could be available.

Streckenbach felt that the way for the County to look at a better arrangement is to remove the Visitor & Convention Bureau (VCB) component from the contract and allow them to stand alone with the additional proposed two percent increase in the room tax. That would alleviate the County from having to go under contract with PMI and VCB and would allow the County to contract directly with PMI.

Vander Leest asked where we go from here and Streckenbach said that one of the things he will come back to the Committee with is providing a ballpark figure as to where the County should be as far as reinvesting in assets and where the funds would come from, whether it be the operational budget, by bonding or by building a capital contingency fund. Streckenbach also stated that at some point in December or January PMI will come to present their overall project and what it meant to the County. Streckenbach encouraged the Board to be involved and invited committee members to be involved as he understands that County Board endorsement and insight will be necessary for things to happen.

Carpenter stated that one of the things he had seen recently is inconsistency of providing maintenance of assets. The County is currently facing some enormous decisions regarding the library and now the Resch Centre and KI.

He stated it was refreshing to see these items are finally being addressed as he felt that they had been pushed aside for a period of time to try to meet daily operational needs.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

33. Discussion regarding letter from Attorney of Dick Resch.

Vander Leest stated that the issues set forth in the letter from Dick Resch's attorney are not new issues. He felt a solution needed to be developed soon to address the issues and show that the County will take care of property as it should be. He felt that if the County does not act on this quickly, large future donations could be jeopardized and people would be hesitant to make donations if the County is not going to properly maintain facilities that are donated.

Streckenbach felt that this letter speaks volumes and continued that patriarchs are very open and willing to give the County dollars, but full heartedly believe that the operation of maintaining capital is the County's responsibility. The County allowed certain things to be deferred in the past and is now looking at what to do with large investments and large assets. Streckenbach felt the timing of this letter is perfect to address not only the needs of the Resch Centre, but also the needs of what the library is suggesting as well as the NEW Zoo and other areas. Streckenbach felt that we need to embrace the public/private partnership concept and when we have patriarchs willing to donate large sums of dollars to the capital assets of the County, we need to have a lasting solution to maintain them.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to have a solution to the letter from Dick Resch's attorney as quickly as possible. Vote taken. MOTION CARRIED UNANIMOUSLY

#### <u>Other</u>

34. Audit of bills.

Motion made by Supervisor Vander Leest, seconded by Supervisor Van Vonderen to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

35. Such other matters as authorized by law.

Motion made by Supervisor Clancy, seconded by Supervisor Van Vonderen to adjourn at 8:37 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio Recording Secretary

# Things to know about using the Brown County Library Bookmobile:

# Looking for specific books or kinds of library materials?

Request what you'd like for your next Bookmobile stop. How? Ask at the Bookmobile or call ahead to the Central Library at 920-448-5846. You can also request items through the library's online catalog at www.browncountylibrary.org (click on the library card image to get to the catalog).

# Sometimes the Bookmobile can't make it to a scheduled stop.

In that case, borrowers are responsible for returning their library items to another Brown County Library location, or renewing them to extend the due date. Here are three ways to renew items you have checked out - have your library card handy.

- 1. Call any library location during business hours.
- 2. Automated renewal: call 920-448-6263. Available 24 hours a day
- Log in to your account online: www.browncountylibrary.org For help, speak to any librarian.

### Feachers

You can request Teacher Collections of books and materials on specific subjects/themes for you or your students. We'll send them on a future Bookmobile stop. Ask at the Bookmobile or call the Central Children's Department at 920-448-5846.

# What's your Book Group Reading Next?

Brown County Library's adult multiple copy collection offers popular titles for book club use. Reserve a set of book club books by calling the Central Library (920) 448-5837.

# **Brown County Library Locations:**

15 Pine St. 920-448-440 5reen Bay, WI 54301	
515 Pine St. Green Bay, 1	
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 Ashwaubenon Branch
 1060 Orlando Dr.
 920-492-4913

 Green Bay, WI
 54304

 Denmark Branch
 450 N. Wall St.
 920-863-6613

 Denmark MI
 54306

920-863-6613 320-391-4600 320-822-3220 920-492-4910 320-448-4407 2255 Main St. Green Bay, WI 54302 Green Bay, WI 54304 450 N. Wall St. Denmark, WI 54208 333 N Broadway De Pere, WI 54115 222 W. Pulaski St. Pulaski, WI 54162 974 Ninth St. Kress Family Branch Southwest Branch Denmark Branch Pulaski Branch East Branch

Look for the Bookmobile in the Green Bay Holiday Parade on Saturday, November 19<sup>m</sup>.

# Bookmobile Schedule

September 12 - December 23, 2011



920-448-4405

2680 Riverview Dr. Green Bay, WI 54313

Weyers-Hilliard Branch

320-532-4011

615 Main St. Wrightstown, WI 54180

Wrightstown Branch

Bookmobile

320-448-4400



# **Brown County Library**

www.browncountylibrary.org



## Green Bay Stops:

. Brown County Library Green Bay, WI 54301 Central Library 515 Pine St.



Sept 30, Oct 21, Nov 11, Dec 2, Green Bay, WI 54303 ridays ~ 9:30-12:30 673 Dousman St. Dec 23

#### ASPIRO

Sept 30, Oct 21, Nov 11, Dec 2, Green Bay, WI 54303 -ridays ~ 1:15-3:00 660 Stiles Road

## . Badger Terrace

Sept 16, Oct 7, Oct 28, Nov 18, Green Bay, WI 54303 ridays ~ 10:00-11:30 30 Badger Lane Dec 30

Sept 23, Oct 14, Nov 4, Dec 16 Sreen Bay, WI 54303 Fridays ~ 10:30-2:00 840 Bond St

## 5. Bellevue Retirement

Oct 5, Oct 26, Nov 16, Dec 7 Green Bay, WI 54311 Wednesdays ~ 2:00-3:30 660 Hoffman Rd. Sommunity

## C.P. Centel

Sept 22, Oct 13, Nov 3, Dec 15 Thursdays ~ 9:30-12:00 2801 S. Webster Ave. Green Bay, WI 54301

Sept 12, Oct 3, Oct 24, Nov 14, Aondays ~ 12:30-2:30 Freen Bay, WI 54302 12 Victoria St.

Sept 21, Nov 2, Nov 23, Dec 14 Nednesdays ~ 9:30-12:00 at Prince of Peace School Green Bay, WI 54311 3542 Finger Rd. and 12:30-3:00

## O. Mason Manor

Sept 16, Oct 7, Oct 28, Nov 18, Green Bay, WI 54303 ridays ~ 12:30-3:00 424 Admiral Ct. Dec 30

## 1. Meadows North

Sept 22, Oct 13, Nov 3, Dec 15 hursdays ~ 3:00-4:00 Green Bay, WI 54302 2060 Van Deuren St.

## 2. Parkway Highlands

Sept 22, Oct 13, Nov 3, Dec 15 251 Highland Park Ave. hursdays ~ 1:00-2:30 Green Bay, WI 54302

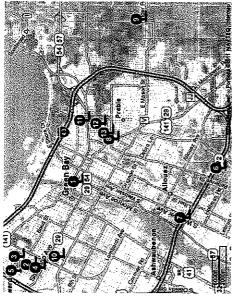
#### Sept 19, Oct 31, Nov 21, Dec 12 Mondays ~ 10:00-12:00 Green Bay, WI 54302 20 S. Henry St. and 12:30-2:30

KEY: Senior Stops

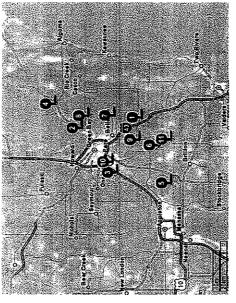
Handicap Accessible Stops Community Stops

School & Day Care Stops

## The public is welcome at all Bookmobile stops. The Bookmobile travels to locations throughout Brown County.



Green Bay stops are listed to the left of this map.



Other stops are listed to the right of this map.

# Other County Stops:

Sept 26, Oct 17, Nov 7, Nov 28, Dec 19 Mondays ~ 10:00-12:00 145 St. Claude St. Denmark, WI 54208 and 12:30-3:00



Sept 28, Oct 19, Nov 9, Nov 30, Nednesdays ~ 9:30-11:30 3002 Bay Settlement Rd. Green Bay, Wi 54311 at Holy Cross Schoo and 12:00-3:00 Dec 21

Sept 15, Oct 6, Oct 27, Nov 17, hursdays ~ 10:30-12:00 De Pere, WI 54115 861 Scheuring Rd. Sec 8, Dec 29



Sept 12, Oct 3, Oct 24, Nov 14, County Line Rd .uxemburg, WI 54217 Aondays ~ 3:30-6:30



Sept 29, Oct 20, Nov 10, Dec 1, Dec 22 hursdays ~ 3:30-6:30 (aukauna, WI 54130 It St. Francis Church 131 County CE



Sept 27, Oct 18, Nov 8, Nov 29 Dec 20 Morrison Zion School uesdays ~ 9:45-12:00 Greenleaf, WI 54126 373 County W

Sept 14, Oct 5, Oct 26, Nov 16, Dec 7 at New Franken Fire Dep Vew Franken, WI 54229 Wednesdays ~ 4:30-7:00 5077 Ronsman Rd. Dec 28

#### Nicolet Highlands 430 Grant St.

Sept 29, Oct 20, Nov 10, Dec 1, Dec 22 Thursdays ~ 12:30-2:30 Thursdays ~ 1:00-3:00 850 Morning Glory Ln. De Pere, WI 54115 10. Nicolet Terrace De Pere, WI 54115

Sept 15, Oct 6, Oct 27, Nov 17, Dec 8

Dec 29

Sept 20, Oct 11, Nov 1, Nov 22 at New Town Hall Fire Depl Corner of Cty T & Hwy 29 uesdays ~ 4:30-6:30 Poland, WI 54311 Dec 13

at Immanuel Lutheran Schoo De Pere, WI 54115 3737 Shirley Rd.

Sept 27, Oct 18, Nov 8, Nov 29, Dec 20 uesdays ~ 1:15-3:30

55 Scheuring Rd.

Sept 20, Oct 11, Nov 1, Nov 22, Dec 13 uesdays ~ 12:30-3:30 De Pere, WI 54115

at Wayside Zion Lutheran School 3378 County Road W Greenleaf, WI 54216

Sept 13, Oct 4, Oct 25, Nov 15, Dec 6 Tuesdays ~ 9:45-12:00 and 12:30-2:45

#### **Corporation Counsel**

305 E. WALNUT STREET P.O. BOX 23600 GREEN BAY, WI 54305-3600



John F. Luetscher

PHONE (920) 448-4006 luetscher\_jf@co.brown.wi.us

FAX (920) 448-4003

December 1, 2011

Education & Recreation Committee Brown County Board of Supervisors

**RE:** Room Tax Issues

Dear Committee Members:

Some time ago Chairman Brunette asked me to attend your December 1<sup>st</sup> meeting to address Room Tax Issues and I agreed. Later, the Department of Human Services requested I attend an important meeting dealing with changes in the Economic Support Unit in 2012. I agreed and then learned the meeting is from 1:00-4:00 p.m. in Wisconsin Rapids. I may not return to Green Bay in time to attend your meeting, so I am providing requested information in this letter.

#### **INCREASE IN ROOM TAX**

Cities, villages and towns levy and collect room taxes. In Brown County, the cities and villages collecting room tax are organized into a "zone." The municipalities in the "zone" were required to create a room tax commission. The commission monitors room tax collections and expenditures. The commission is comprised of members from municipalities and the lodging industry. The County is not a member but staff, including myself, attends meetings when necessary.

The Room Tax Commission has discussed and informally endorsed a proposal to increase the room tax levied and collected by members in the "zone" from 8% to 10% if the revenue generated by the two-percentage point increase is used to increase funding for the Green Bay Visitors and Convention Bureau (VCB). This proposal has support in several of the municipalities collecting room tax and I expect this matter will continue to be discussed in 2012.

The County does not have a direct role in this discussion about increasing the room tax. Indirectly, we do have interest. First any pledge of revenue from an increased room tax to VCB must be revocable in the event the revenue from the 8% room tax is inadequate to pay debt service on the bonds the County guaranteed for the construction of the Resch and KI facilities.

Second, the current funding for VCB is from rent PMI pays for the lease of the Resch Center Complex. Accordingly, the County has an interest in what additional funding is furnishing to VCB.

#### SURPLUS FUNDS IN ROOM TAX STABILIZATION FUND

In 1999 municipalities levying and collecting room tax, the County, the Green Bay Area Room Tax Commission, and the Development Authorities entered a Cooperation Agreement and a Pledge and Security Agreement. In the Cooperation Agreement, the parties agreed, among other things, to impose room taxes to finance the KI Center and the Resch Center. In the Pledge Agreement, room tax revenue

was pledged for the purpose of, among other things, making debt service payments on the bonds issued for the KI Center and the Resch Center. The County agreed to guarantee the bond issues if the room tax revenue generated with an 8% room tax becomes inadequate to pay the debt service. The Trustee for the bonds, Associated Bank, created a Room Tax Stabilization Fund to accumulate room tax revenue not needed for current debt service. This fund has grown over the years and it now contains a balance exceeding what is needed for the stabilization fund.

The Cooperation Agreement and other financing documents detail how surplus funds in this account can be used.

The Cooperation Agreement states at section 5.07:

"If the Room Tax Commission holds and retains Surplus Net Room Tax Revenues, then such Surplus Net Room Tax Revenues shall at the election of the County be made available to the Authorities

- (i) For payment of debt service on the Bonds,
- (ii) For Municipal Development Cost,
- (iii) To reduce the size of the Bond issues,
- (iv) For early redemption of bonds;

or be made available for such other tourism activities and promotion as approved by the County.

You can see the Cooperation Agreement restricts the ways the surplus funds can be expended. Moreover, bond counsel for these bond issues has advised the trustee, Associated Bank, the trustee can reasonably require evidence of how payments from the fund will be used for tourism activities and promotion if that election is made.

I conclude these "Surplus Net Room Tax Revenues" are available to be expended for specific purposes pursuant to the parties' agreements and the bond documents. The trustee will verify the funds are used for such an authorized purpose.

I hope this information is helpful to the Committee.

Respectfully,

John F. Luetscher CORPORATION COUNSEL

JFL/rrm

# Neville Public Museum Attendance and Admissions November 2011

						Attendance	ance			-		
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	18				6	8	8	89		136		\$106
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4 Fri 44 4		4		9	11		47		2	316		\$336
		18		7	21	2	13		3	10	145	\$410
		10		9	9	2				0		\$205
7 Mon 10	10			1	14	<del></del>	7			96	126	\$58
	8				7	2					98	\$72
9 Wed   9	6			1	12	9	9	26		98		\$57
Thurs   23	23		٠		26	17			1	48		\$115
·   E	·   E			9	28	9	3		2	96		\$115
21	<b>41</b>			18	5	8	266		2	338		\$798
Sun 45 16		16	-	7	2	_			10	138	214	\$273
14 Mon 21 2		2	-	-	10	2			9	100	l i	\$111
Tues 11	11			$\vdash$	6	2			~	62		\$55
4				_	7	2		47		138	_	\$20
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31		2		4	15	2		124	2		0	\$161
<b>AL</b> 1,083 268	268		2(	201	310	119	419	276	89	2,288	4,852	\$7,058
				1						Nov-10	4,189	\$5,352
										Visitors =	4,852	
										Outreach =	0	
									Grand	Total Visitors & Outreach	4,852	
											- Constant	

### Page 1 of 1

# Museum Monthly Report

Prior Fiscal Year Activity Included Summary Listing Through 10/31/11

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Account Classification		Adopted	Budget	Amended	Current Month	£ .	TTD .		/pasn %	
Fund 100 - GF		12 Base	Signalone	)afinno	Lansachons	encumbrances	Iransactions	Transactions	Rec'd	Prior Year Total
REVENUE	-									
Property taxes		957,155.00	8.	957,155.00	79,762,92	. 00	06.969.767	149 575 80	č	1 063 910 00
Intergovernmental		42,715.00	00:	42,715.00	2,644.96	00	34,199.56	8.515.44	3 &	13 314 75
Charges for sales and services		124,290,00	00.	124,290,00	15,573.54	00:	97,188.44	27.101.56	8 18	90 915 06
Miscellaneous revenue		1,500.00	00.	1,500.00	00	8.	1,250.00	250,00	8	1.500.00
Rent		6,500.00	00.	6,500.00	00,	00	2,020.00	4,480.00	3 13	6.161.96
Contributions		102,000.00	00:	102,000.00	75.96	00.	114,093.75	(12,093.75)	112	94,551,32
(ransfer in		00.	00°	00'	00	00.	00,	8	† † †	4,696.00
EXPENSE	REVENUE TOTALS	\$1,234,160.00	\$0.00	\$1,234,160.00	\$98,057,38	\$0.00	\$1,046,380.95	\$187,779.05	85%	\$1,275,049.09
Personnel services		454,835.00	00.	454,835.00	34,699,38	00.	361,533,37	93,301,63	62	468.916.72
Fringe benefits and taxes		239,950,00	00	239,950,00	16,208.58	00.	163,901.14	76,048.86	: 89	233.644.29
Employee costs		350.00	00	350.00	00.	00:	80.	350.00	0	322.44
Operations and maintenance		42,523.00	o.	42,523.00	1,167.65	2,400,00	32,577.85	7,545.15	82	41,563,26
Insurance costs		1,050.00	00	1,050.00	00'	00	00.	1,050.00	0	8
Utilities		85,950.00	00.	85,950,00	5,831.05	00'	62,753.78	23,196,22	73	78,193.88
Chargebacks		245,820.00	00'	245,820.00	19,756.14	00'	201,019.54	44,800.46	82	277,755.68
Contracted services		63,682,00	00.	63,682.00	4,949.77	12,164.73	51,517.27	00.	100	60,360.34
Other		100,000.00	0.	100,000.00	00	00°	113,326.39	(13,326.39)	113	93,700,26
Outlay		00.	00.	00.	00.	00.	9°	00.	+++	0 <del>.</del>
Iransfer out		00.	00	00*	00"	00	00.	00.	+ + +	00.
	EXPENSE TOTALS	\$1,234,160.00	\$0.00	\$1,234,160.00	\$82,612.57	\$14,564.73	\$986,629,34	\$232,965.93	81%	\$1,254,456.87
	Fund 100 - GF Totals									
	REVENUE TOTALS	1,234,160,00	80	1,234,160.00	98,057.38	90.	1,046,380.95	187,779.05	85	1,275,049.09
	EXPENSE TOTALS.	1,234,160.00	00.	1,234,160.00	82,612.57	14,564,73	986,629.34	232,965.93	81	1,254,456.87
	Fund 100 - GF Totals	00'0\$	\$0.00	00.0\$	\$15,444.81	(\$14,564.73)	\$59,751.61	(\$45,186.88)		\$20,592,22
	Grand Totals REVENUE TOTALS	1,234,160.00	00'	00.	98,057.38	00.	1,046,380.95	187,779,05	85	1,275,049.09
•	EXPENSE TOTALS	1,234,160,00	00'	1,234,160.00	82,612.57	14,564.73	986,629.34	232,965.93	81	1,254,456.87
	Grand Totals	\$0.00	\$0.00	(\$1,234,160.00)	\$15,444.81	(\$14,564.73)	\$59,751,61	(\$45,186.88)		\$20,592.22

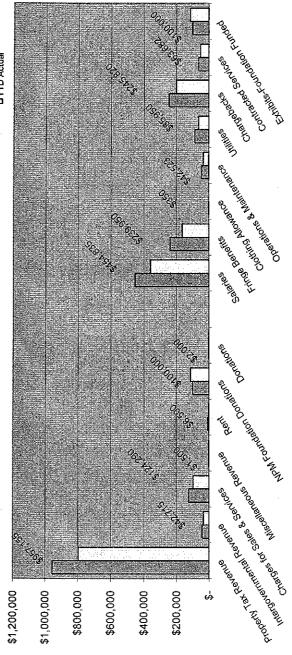
Budget Status Report 10/31/2011 Brown County Museum

				.0	-0	.0	- 6						_	_		_
% of	Budget	83.33%	80.06%	78.19%	83.33%	31.08%	113.33%	38.37%	79.49%	68.31%	0.00%	76.61%	73.01%	81.78%	80.90%	113.33%
ΛΤΣ	Actual	797,629	34,200	97,188	1,250	2,020	113,326	292	361,533	163,901	•	32,578	62,754	201,020	51,517	113,326
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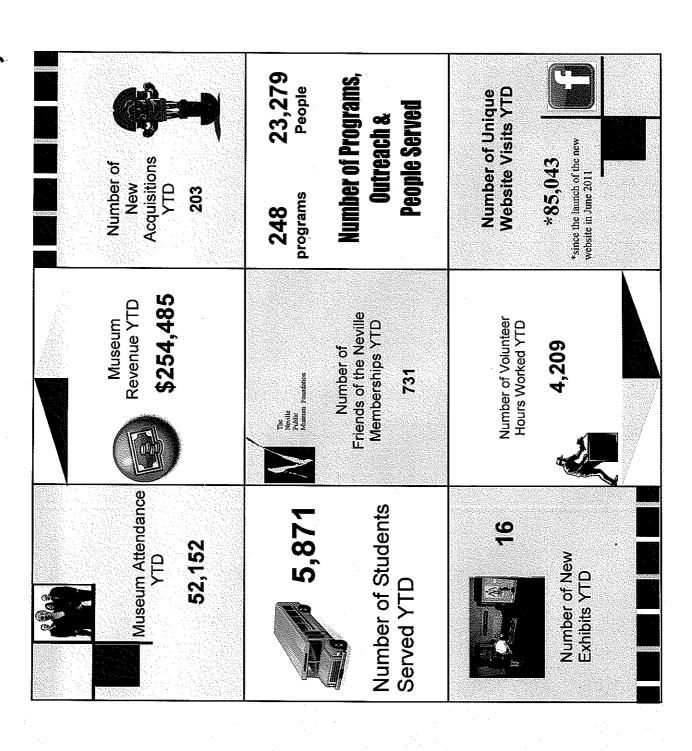
Revenues: YTD Revenues = \$1,046,381 Expenses: YTD Expenses = \$986,629 HIGHLIGHTS:

Museum - September 30, 2011

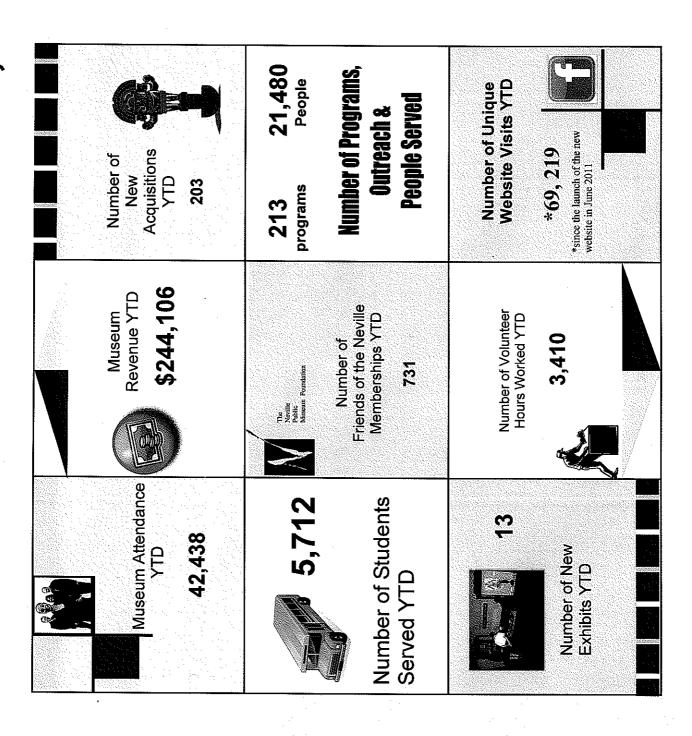
■Annual Budget OYTD Actual



# Neville Public Museum Dashboard November, 2011



# Neville Public Museum Dashboard October, 2011



#### Neville Public Museum **Director's Report**

#### To

#### The Education & Recreation Committee **Brown County Board of Supervisors**

#### **December 1, 2011**

#### Discussion of Governance Analysis

As reflected in the November minutes of the Museum Governing Board (as well as in the recommendations of the Director's "100 Day Assessment Report"), the public-private partnership between Brown County and the not-for-profit Neville Public Museum Foundation is productive... but too often at cross-purposes and inefficient.

Consequently, a serious analysis of the governance structure for the museum is occurring. It is important to note that as this process will, by design, involve all germane stakeholder groups and must be conducted in an open, transparent way in order to reach the shared goal of making the Neville a sustainable operation focused on mission support and mission fulfillment. The goal is to have a new governance structure in-place by January 1, 2013.

A demonstrated need for establishing guiding principles which will underpin these discussions will result in a document that the County, Governing Board and Foundation Board can accept. This includes:

- **Principles of Governance**
- **Principles of Operation**
- **Principles of Growth**
- Principles of Stewardship
- **Principles of Community**
- **Principles of Relevance**

The Director requests a conversation with the Ed & Rec Committee in order to answer any questions or concerns individual members may have regarding this process and the goals being established.

#### PROGRAM HIGHLIGHTS

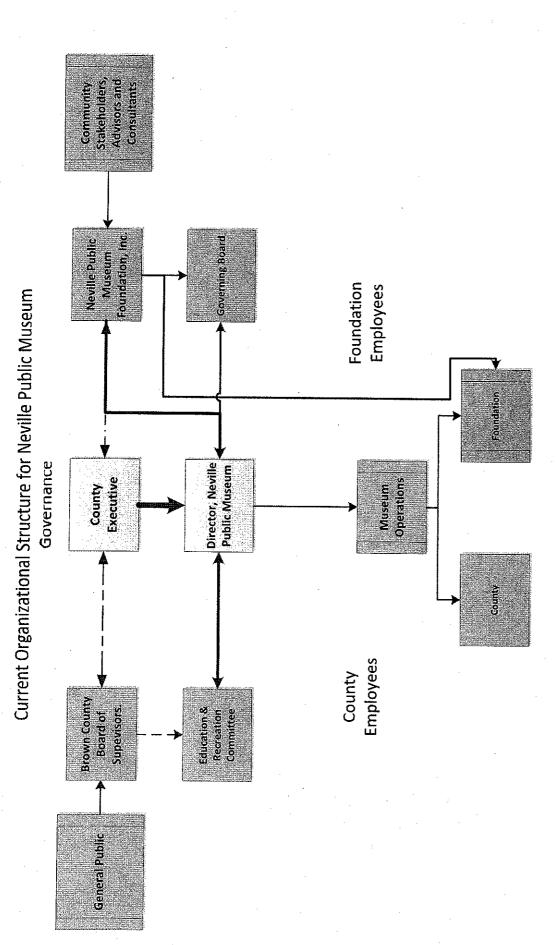
Reports given for the exhibitions:

Badger Boys: Northeast Wisconsin and the Civil War

Art Street Turns 30!

Anne Frank: A private photo album

Report given for educational programs: reversing the downward trend



This is the current governance structure: the Museum Director is an employee of Brown County and is a direct report to the County Executive, as well as guiding the efforts of the Neville Public Museum Foundation's work supporting museum programs and members.

Page 1

Neville Public Museum of Brown County Number of Students 2005 - 2011 (outreach not included)

November, 2011

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Neville Public Museum of Brown County

October-December, 2011



#### Peregrine Falcon: The Return of an Endangered Species

November 5, 2011 – January 2, 2012

#### Featured inside this issue:

From the Director 2
Events & Exhibits 3
Museum Info 4
Wish List 4

Inserts:

Staff Directory
Calendar of Events
Art Annual Juried Exhibition
Holiday Events

In these times of shrinking habitats, degraded environments and changing biological diversity, it is a rare and wonderful event when an endangered species is brought back from the brink of extinction. Peregrine Falcon: The Return of an Endangered Species tells such a story. Using specimens, objects, interactives, video and graphics, this 2,000-foot exhibit looks at the biology, behavior and near extinction of these remarkable birds.

Through illustrations and falconry equipment, visitors are introduced to the long history the Peregrine has shared with humans. A diorama introduces viewers to a mounted peregrine nesting area. Another mini-diorama, a model of crushed and cracked eggs resting on a rock ledge, helps visitors understand the terrible toll DDT and other pesticides had on peregrine populations. A large panorama photomural of big-city skylines gives visitors a peregrine's-eye view of its modern-day city habitat.

This exhibit was developed by the Bell Museum in collaboration with the Raptor Center at the University of Minnesota, and other raptor conservation groups throughout North America.

#### Photograph by Greg Septon

#### The Green Bay Connection

The Green Bay area has been connected to peregrine falcons for a long time. In fact, Green Bay is part of the recovery of this former endangered species in Wisconsin. Although there are no historic records of nesting peregrines before 1990, peregrines have migrated through this part of Wisconsin for thousands of years. Since 1995, peregrine falcons have been nesting right here in Green Bay at the J.P. Pulliam Power Plant and have produced more than 50 chicks.

#### Natural History Lecture Series: The Recovery, Management and Future of Wisconsin's Peregrine Falcon

Avian expert Greg Septon will discuss Wisconsin's peregrine falcon on Wednesday, November 9th from 6:30 p.m. to 8 p.m; this is a free event.

This richly illustrated PowerPoint presentation will provide an overview of Peregrine Falcon recovery efforts in Wisconsin between 1987-2010. Septon will discuss recovery methods and approaches utilized in the creation of an urban nesting population along the Lake Michigan shoreline.

He will also talk about nest box designs, urban nest site management issues and resolutions, band returns, dispersal of hacked and wild-produced falcons, nesting chronology, prey species, overwintering, environmental contaminants and the role of electric power generating plants in the recovery of the population. The reoccupation of historical cliff eyries along the Mississippi River and recovery efforts on the Door Peninsula will also be discussed. Finally, he will look at what the future holds for the Peregrine Falcon in Wisconsin.

This program is co-sponsored by The Wild Ones, NEW Audubon Society & the Baird Creek Preservation Foundation.

For more information on Peregrine Falcon: The Return of an Endangered Species, contact John Jacobs, Curator of Science, at 920-448-7849 or jacobs\_ip@co.brown.wi.us.

#### From the Director: Rolf Johnson



The turning of the seasons means different things to different people. For some, it's the cause of wistful sadness, as the days gradually become cooler, the daylight shorter, and the outdoor activities of summer make way for extra blankets on the bed and the early-morning routine of school days. For others, the falling leaves are a harbinger of football season and those dazzling, brisk mornings where each visible breath makes one feel alive!

Here at the Neville, the turning of the seasons typically means the transition from one set of exhibitions and educational programs to another. Like the changing seasons, there's something to amaze and wonder at as summer's exhibits are de-installed and new exhibits are unveiled, like the landscape revealed anew as the falling leaves open vistas previously obscured by a canopy of leafy green.

In nature, living organisms adapt in different ways to the changing seasons; be they oak trees or black bears, they're constantly reacting to changes in their environment. When the change is rapid, whole populations can lose their adaptive edge and be wiped out. One need to look no further than the end of the last ice age and the extinction of the Pleistocene mega-fauna to reinforce this fact: adapt or die.

What can we learn comparing this organismal change, which we are so familiar with, to organizational change? Can organizations also be "living" in the sense that they respond organically to change? The answer is yes. The Neville Public Museum is going through such a period of profound change, both as an institution of Brown County and as a collection of dedicated individuals whose professional (and very often personal) lives are manifested in the fulfillment of its mission. To weather the changes now occurring, we need to be both resourceful and flexible; we will need to adapt to the new season unfolding.

Luckily, those who work and volunteer here are an adaptive lot, so even though this change may cause internal and external realignments to occur as we respond to shifting audience needs, economic realities and expanding partnerships, our focus on the Neville's core mission will remain true. This is something that hasn't changed in almost 100 years of our museum's history, and it must remain a constant as we prepare for the next 100 years, whatever change brings.

This, then, is a good time to take stock of the accomplishments we've made to-date and plan for what will soon be upon us: the opportunities of a bright new year. But lest I get ahead of myself, there's still a lot going on at your Neville Public Museum for the remainder of 2011, including the wonderful exhibits and public programs that are featured in this issue of the Museuper. We hope that you'll make plans to join us at the Museum for the autumn and holiday seasons, as we all embrace the changes that are upon us!

#### Moneyville Exhibit Coming this January

This traveling exhibit explores the history, science, math and economics behind money to build math skills and promote economic literacy in a fun, immersive urban environment. Appropriate for students in grades 2-8.

The exhibit was created by the Oregon Museum of Science and Industry and will appear at the Neville from January 14, 2012 to May 6, 2012.

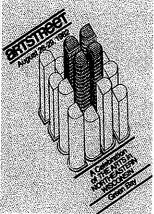
#### See What the Artists of Studio 210 Can Do!

From October 1st through November 27th, the artists who participated in the Studio 210: Working Regional Artists Program during the 2010 year will be represented in a Mezzanine exhibition. See artwork by Sally Berner, Natalie Vann, Trevor Knapp, Larry Jankowski, Leah Lindsley, and Sherri Baierl in this exhibition of artworks done in a variety of media.

Each of these artists follow his or her own direction in the creation of artworks unique to their particular visions. By visiting this exhibition, and by visiting Studio 210 itself, you are encouraging their talent and hard work—be sure to stop in.



Photo By Larry Lamalfa



#### Let's pARTy! Artstreet is 30!

Relive the rich 30-year history of Green Bay's own outdoor arts festival, Artstreet, in this colorful exhibition filled with posters, paintings, pottery, photographs, and other memorabilia from the past three decades of its successful life.

See which posters you remember from years gone by. Each Artstreet since the first in 1982 is represented by its own poster, created by artists from the region. Thirty posters circle the interior of the exhibition, which is filled with artwork that won the annual Artstreet purchase awards, selected annually to become part of the permanent collection of Arts Events, Inc. Arts Events, Inc. is a subsidiary of the Northeastern Wisconsin Arts Council; it now organizes and manages the Artstreet festival. The purchase award winners include paintings, wood works, decorative glass, photographs, and works in other media. All were created by local artists who participated in the Artstreet event over the past three decades. You may recognize many of the names!

Don't miss this tribute to what is now a Green Bay tradition celebrating all of the arts-visual and performing - in a carefree experience filled with music, demonstrations, artworks and activities for all to enjoy. On display until October 23rd!

#### Monster Mayhem at the Museum!

Once again, the Neville is producing its own October Halloween event: Monster Mayhem at the Museum! Have you ever heard of a Midnight Movie Spook Show? Join our "Security Guard" as he recreates a theater experience that was popular in the 40s, 50s and 60s!

First, find out about local ghosts with Tim Freiss from Green Bay Ghost Tours. Next, be terrified when our "Security Guard" shows you a Retro Television episode of One Step Beyond, Lights Out or some other classic TV surprise. Finally, accompany the "Guard" as he takes you on a 3-D Tour of the Neville's Haunted Civil War Exhibit!

As members of the audience, you will actually become a part of the movie- Horrifying! And while you're touring the Civil War Exhibit, you may even meet up with some "old friends," all without ever leaving your seat! It's Amazing! It's Fantastical! And it might even be Educational!



#### Show times include:

- Saturday, October 15th, 2 p.m. (60 min)
- Wednesday, October 26th, 7 p.m. (60 min)
- Friday, October 28th, 2 p.m. (60 min) **G**
- Saturday, October 29th, 2 p.m. (60 min)
- Sunday, October 30th, 2 p.m. (90 min) PG-13

Cost: Free with Museum admission

#### Badger Boys: Northeast Wisconsin and the Civil War Closes November 6th

Your last chance to learn about the experiences of the people of Northeast Wisconsin during the Civil War. Included in the exhibit are artifacts from the Neville's collection, hands-on interactives and audiovisual experiences. On display through November 6th.

This is a family-friendly event! Tickets available on day of show with Museum admission. Limited seating available!

Visit the Neville website for more details: www.nevillepublicmuseum.org

#### Woodcuts by Daniel F. Dickhut Displayed in December

A small exhibition of woodcuts by the late Daniel F. Dickhut will go be on display in the Mezzanine from December 5, 2011 until February 5, 2012.

The exhibition includes wildlife prints and the hand-chiseled woodblocks from which the prints were pulled.

Daniel F. Dickhut established the St. Norbert College art department. He taught at the College for 42 years, guiding and overseeing the growth of the art department throughout the decades. Dickhut passed away in 2008.

Page 3



Neville Public Museum of Brown County

October-December, 2011



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November 5, 2011 – January 2, 2012

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For more information on Peregrine Falcon: The Return of an Endangered Species, contact John Jacobs, Curator of Science, at 920-448-7849 or jacobs jp@co.brown.wi.us.



#### Kid's Activity: Animals in the Museum

During the next three months, there will be many different animals on display at the Neville. Whether in *On The Edge of the Inland Sea*, *Holiday Memories: Prange's Christmas Windows* or *Peregrine Falcon: Return of an Endangered Species*, it's animals galore! Find some of the animals here, then look for them at the Museum. Search the Museum carefully, you may be surprised at how many more you can find!

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BEAVER	EAGLE	FALCON
GOAT	GOOSE	GULL
MASTODON	OWL	PUPPY
RABBIT	RACCOON	TURTLE

#### **Welcome New Members!**

Individual: Kim Diedrich, Susan Garot, Emery Orlikowski, Lea Baenen, Beverly Kiernan.

Family: Stacy Mingori, Russ Holterman, Charles D. Wood, Michael & Heidi Martin, Jennifer Hannemann, Larry & Karen Boehm, Sandy & Charles Juno, Eugene & Patricia Mead, Morris & Diane Koepke, Rebecca & Adam Smrcina.

Staff Directory &	Contact Information			
Museum Main Phone, (920) 448-4460	Rebecca Looney, Curator of History, (920) 448-7848,			
Admissions Desk/Security, (920) 448-7842	looney_ra@co.brown.wi.us			
Gift Shop, (920) 448-4462	Louise Pfotenhauer, Curator of Collections, (920) 448-7845 pfotenhauer_lc@co.brown.wi.us			
Gary Geyer, Security Supervisor, (920) 448-7853	Kathy Rosera, Office Manager, Neville Public Museum Foundation			
Jean Hermes, Clerk-Typist II, (920) 448-7840, hermes_im@cobrown.wi.us	(920) 448-7847, rosera_kh@co.brown.wi.us			
John Jacobs, Curator of Science, (920) 448-7849, jacobs_jp@co.brown.wi.us	Jenny Seim, Marketing Assistant, Neville Public Museum Foundation (920) 448-7874, seim_jl@co.brown.wi.us			
Rolf Johnson, Director, (920) 448-7843, johnson_re@cobrown.wi.us	Marilyn Stasiak, Curator of Art, (920) 448-7846,			
Larry La Malfa, AV Technician, (920) 448-7852, lamalfa_lj@co.brown.wi.us	stasiak_mf@co.brown.wi.us			
Larry Let Fields, 74 Technicum, (720) 476-7632, lattara_ij@co.brown.wi.us	Matt Welter, Curator of Education, (920) 448-7851, welter_mt@cobrown.wi.us			

October Calendar of Events

l	Exhibit Opening: The Artists of Studio 210: 2010	19	P
5	Intercambio: Retratos de Familia. Spanish guided tour at 6:30 p.m.,	17	Poetry Night: John Pigeon. 6 p.m. registration; 6:30 p.m. open reading. Featured reader to follow.
	followed by Spanish conversation at 7:00 p.m.	19	International Film Series: The Wind Journeys
5	Traveling Treadlers Fiber Arts Guild. 10 a.m 2 p.m.		(Columbia), 7 p.m. Free.
5	International Film Series: Tracks (USA), 7 p.m. Free.	26	Monster Mayhem at the Museum. 7 p.m.
8	Panel Discussion: Intolerance. 1 p.m 3 p.m.	26	Geology Club Monthly Meeting: Geologic History of Brown
12	Natural History Lecture Series: Thousand Island's Bald Eagles. 6:30 p.m 8 p.m.		County. Presented by John Luczaj of UW- Green Bay. Silent Auction at 6 p.m., meeting at 7 p.m. Free.
12	Astronomical Society Monthly Meeting: Observing Jupiter.	28	Monster Mayhem at the Museum. 2 p.m.
	7 p.m 8 p.m. Free.	29	Monster Mayhem at the Museum. 2 p.m.
15	Monster Mayhem at the Museum. 2 p.m.	30	Monster Mayhem at the Museum. 2 p.m.

#### November Calendar of Events

2 2	Traveling Treadlers Fiber Arts Guild. 10 a.m 2 p.m. International Film Series: My Perestmika (Russia), 7 p.m. Free	16	Poetry Night: WFOP Calendar Reading, 6 p.m. registration; 6:30 p.m.
5 5 5 9	International Film Series: My Perestroka (Russia). 7 p.m. Free. Exhibit Opening: 67th Art Annual Wildlife Painting Class with Amy Graff. 9 a.m. Noon. \$30/member, \$35/nonmember. Ages 12 and up, though 10 & 11 year olds can register if their parent/guardian also register. Exhibit Opening: Peregrine Falcon: The Return of an Endangered Species Exhibit Opening: 67th Art Annual Natural History Lecture Series: The Recovery, Management and Future of Wisconsin's Peregrine Falcon. 6:30 p.m 8 p.m. Astronomical Society Monthly Meeting: Adventures in Meteorite Hunting. 7 p.m. Free.	16 19 25 25 26 27 30	open reading. Featured Reader to follow.  Geology Club Monthly Meeting: The Snowfall Records of the 1880s. By Roy Eckberg of NWS/NOAA— Green Bay. Free. 7 p.m 8 p.m. International Film Series: Green Wave (Iran). 7 p.m. Free.  Traveling Treadlers Fiber Arts Guild. 10 a.m 2 p.m.  Exhibit Opening: Holiday Memories: Prange's Christmas Windows  Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.  Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.  Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.  Santa, Bruce the Spruce and the Children's Only Shop. Noon- 8 p.m.
5 9 9	Exhibit Opening: 67th Art Annual  Natural History Lecture Series: The Recovery, Management and Future of Wisconsin's Peregrine Falcon. 6:30 p.m 8 p.m.  Astronomical Society Monthly Meeting: Adventures in Meteorite	25 26 27	Santa, Bruce the Spruce and the Children's Only Shop. Noon-Santa, Bruce the Spruce and the Children's Only Shop. Noon-Santa, Bruce the Spruce and the Children's Only Shop. Noon-

#### December Calendar of Events

		-	
2	Christmas on the Fox. Tickets required. 6 p.m 8 p.m. Visit www.nevillepublicmuseum.org or call (920) 448-7847 for more information.	10	Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.
3	Breakfast with Santa. 9 a.m. to 11 a.m.; Cost: \$10/member, \$12/nonmember.	11	Santa, Bruce the Spruce and the Children's Only Shop.
3	Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.		Noon- 3 p.m.
4	Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.	14	Astronomical Society Monthly Meeting 2011 Year in Review. 7p.m. Free.
5	Exhibit Opening: Woodcuts by Daniel F. Dickhut.	1.4	•
7	Traveling Treadlers Fiber Arts Guild. 10 a.m 2 p.m.	[4	Santa, Bruce the Spruce and the Children's Only Shop. 6 p.m 8 p.m. (Children Only Shop closes at 7:30 p.m.)
7	International Film Series: Vision- From the Life of Hildegard von Bingen Germany). 7 p.m. Free.	17	Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.
7	Santa, Bruce the Spruce and the Children's Only Shop. 6 p.m. 8 p.m. (Children Only Shop closes at 7:30 p.m.)	18	Santa, Bruce the Spruce and the Children's Only Shop. Noon- 3 p.m.
10	Breakfast with Santa. 9 a.m. to 11 a.m.; Cost: \$10/member, \$12 nonmember.	21	Santa, Bruce the Spruce and the Children's Only Shop. 6 p.m 8 p.m. (Children Only Shop closes at 7:30 p.m.)
		26-30	Bruce the Spruce. Noon- 3 p.m.

#### **Exhibit Schedule**

Closing October 23	Anne Frank: A Private Photo Album	Opening Oct 1	The Artists of Studio 210: 2010
Closing October 23	Let's pARTy! Artstreet is 30	Opening Nov 5	Peregrine Falcon: The Return of an Endangered Species
Closing November 6	Badger Boys: Northeast Wisconsin and the Civil War	Opening Nov 5	67th Art Annual
Through March 4	The Port of Green Bay	Opening Nov 25	Holiday Memories: Prange's Christmas Windows
	<u> </u>	Opening Dec 5	Woodauts by Daniel F. Dickhut

#### Permanent Exhibit/Program Areas

- On the Edge of the Inland Sea
- Hometown Advantage: The Community and the Packers, Video Exhibit
- Discovery Room Studio 210: Working Regional Artists

#### The Museum's Own 67th Art Annual Juried Exhibition Opens November 5th

The highly anticipated Art Annual opens in the second-floor Byram-Manger Gallery on November 5th, where it continues through February 12, 2012.

A major, juried exhibition at the Neville since 1942, this display features some of the finest recent artwork by artists currently working in Northeastern Wisconsin or in Michigan's Upper Peninsula.

This year, 91 different artists entered a total of 164 different artworks into the competition. This year's juror is Randall Berndt, who is Director and Curator at the James Watrous Gallery of the Wisconsin Academy of Sciences, Arts, and Letters in the Overture Center for the Arts, Madison, WI.

From those entered into the competition, Mr. Berndt will select the pieces to be included in the exhibition. Usually, only one in three or one in four pieces entered will be part of the display; it is quite competitive.

Watch the next issue of the Musepaper to find out who made it!

#### Tour an Art Exhibit with the Curator of Art

Take a guided tour of one of the Neville's major art exhibitions with Marilyn Stasiak, Curator of Art.

The tours are free with Museum admission, and start at 12 noon on the following Thursdays: October 13th; November 10th; December 1st and 15th. Each tour lasts about one-half hour.

#### Anne Frank: A Private Photo Album

This exhibition features 70 black and white photographs taken throughout Anne Frank's childhood before she went into hiding in 1942. Anne's father, Otto Frank, took the photos and most have rarely been seen by the public. Anne Frank:: A Private Photo Album is on display until October 23rd.

Anne Frank A Private Photo Album was developed by the Anne Frank House and is sponsored in North America by The Anne Frank Center USA. Photos ©



#### Spanish Guided Tour of Anne Frank: A Private Photo Album

On October 5th at 6:30 p.m., the Brown County Library and the Neville Public Museum will be co-hosting a special Intercambio (Spanish Conversation), Retratos de Familia. The event features a guided tour in Spanish of Anne Frank: A Private Photo Album, followed by conversations about family in the meeting rooms. Participants are encouraged to bring their own photo albums to share during the conversation group. Cost of admission is free after 6:00 p.m. Tour begins at 6:30 p.m., followed by conversation at 7:00 p.m. in the meeting rooms.

#### Panel Discussion: Intolerance Sat., Oct 8, 2011 1 p.m. - 3 p.m.

The Neville Public Museum is offering a panel discussion on *Intolerance* in conjunction with the exhibition *Anne Frank*: A *Private Photo Album* (September 24-October 23, 2011). Professor James Coates of UWGB will lead the discussion and provide a brief introductory analysis of the history of intolerance as well as an overview of contemporary issues of intolerance. Panel members J. Vincent Lowery, Alem Asres, James Coates, Diane Legomsky and Richie Plass will provide their unique perspective of intolerance before opening up the discussion to questions from the audience.

#### Holidays at the Neville!



#### Prange's Christmas Figures Return!

When August comes around, we know it's time to gear up for our annual Holiday celebrations especially our Holiday Memories: Prange's Christmas Windows (November 25th – January 15th) exhibit. We picked out the featured dolls for our "Christmas windows" and decided on the new scenes. Until Thanksgiving arrives, we will be working on the details that bring the scenes to life-sewing curtains, painting toys, building grandfather clocks, knitting scarves- all at about ½ scale. This year we will feature a toy shop, holiday feast preparations in a kitchen and dining room and the arrival of a special visitor. The dolls will include some old favorites such as meat- grinder girl and boy with dishes, in addition to a few rarely seen characters.

Of course, adorable Snow Babies and animated Animal Musicians will return to the Enchanted Forest, and be sure to visit with Bruce the Spruce and Santa. Our charming gingerbread house will once again be home to our Children Only Shop where children ages 412 can do their own holiday shopping...in secret!

#### **Upcoming Holiday Events**

- Children Only Shop Volunteer Training: November 12th at 3 p.m. Anyone interested in volunteering in our Children Only Shop should attend an informational meeting, even if you volunteered last year. Please call Jenny at (920) 448-7874 or email seim\_ji@co.brown.wi.us with any questions.
- Tree of Giving: November 21, 2011- January 12, 2012. Decorate our Tree of Giving with new or lightly-used winter items (hats, mittens, scarves, etc.) to be given to the Salvation Army for these cold winter months.
- Holiday Memories: Prange's Christmas Windows: November 25, 2011- january 15, 2012, See the figures that once adomed the Prange's Department Store windows, plus a few additions created by the Neville staff.
- Christmas on the Fox: December 2nd from 6-8 p.m. Don't miss another family-friendly holiday tradition at the Neville! Visit Santa and Mrs. Claus, Bruce the Spruce, and the Children Only Shop; see the Holiday Memories exhibit; enjoy crafts, cookies and hot cocoa! Tickets: Members of Friends of the Neville and children 5 and under: FREE! Non-members: \$6 each. Tickets available after November 7th at the Museum. Members: watch your mail for ticket order forms. Tickets are \$10 the night of the event. For questions, call Jenny (920) 448-7874.
- Breakfast with Santa: December 3rd and 10th from 9 a.m. to 11 a.m.; Cost: \$10/member, \$12/non-member.

#### Santa, Bruce the Spruce & Children Only Shop Schedule:

November 25, 26, & 27 Noon - 3 pm.

November 30, December 7, 14 & 21:6 - 8 pm (Children Only Shop closes at 7:30 p.m.)

December 3, 4, 10, 11, 17 & 18: Noon - 3 p.m.

Bruce the Spruce will be awake to chat with visitors on December 26, 27, 28, 29 & 30: Noon - 3 p.m.

Visit our website at www.nevillepublicmuseum.org or call (920) 448-7874 for more details!

#### Do Your Holiday Shopping at the Neville Gift Shop!

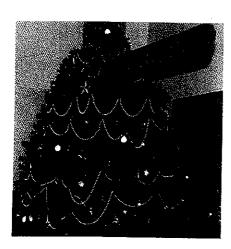


Photo by Larry La Malfa

Gift Shop Hours:

Monday and Tuesday: 9 am- 5pm
Wednesday: 9 am- 4 pm
Thursday: 9 am- 5 pm
Friday: 9 am- 4 pm
Saturday: 9 am- 5 pm
Sunday: Noon- 5 pm
\*Hours may vary depending on availability of volunteers

Interested in volunteering? Contact Kathy Rosera at 920-448-7847

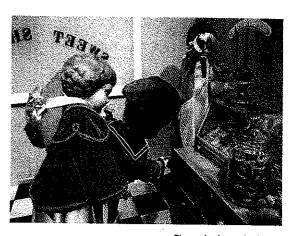
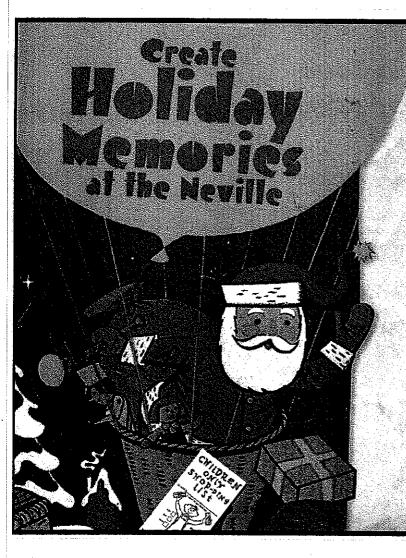


Photo by Larry La Malfa



#### November 25, 2011 Thru January 15, 2012

Featuring family favorites:
Prange's Christmas Windows
complete with Bruce the Spruce, the talking
Christmas tree; the Enchanted Forest with
Snow Bables and charming animals; the
Children Only Shop where kids ages 4-12
buy gifts for family and have them wrapped;
and, of course, Santa Claus!



Neville Public Museum
of Brown County
Green Bay, Wisconsin
Call 920-448-4460 Visit NevillePublicMuseum.org for hours

### Enjoy the Holiday's at the

### **Neville Public Museum!**

### Christmas on the Fox

Friday, December 2nd 6 p.m. - 8 p.m.

- -Visit Santa, Mrs. Claus, Bruce the Spruce, and the Children Only Shop
- -Enjoy hot cocoa and cookies
- -Make holiday cards and ornaments
- -Wander through the Holiday Memories: Prange's Christmas Windows exhibit

Members of the Neville and children 5

and under: FREE! Non-members: \$6 Tickets at the door: \$10

Visit www.nevillepublicmuseum.org to sign up now!

### Santa, Bruce the Spruce & the Children Only Shop Schedule:

November 25, 26 & 27: Noon - 3 p.m.

December 7, 14 & 21: 6 - 8 p.m. (Children Only Shop closes at 7:30 p.m.)

December 3, 4, 10, 11, 17 & 18: Noon - 3 p.m.

\*See additional Bruce times on the Neville website.

### **Breakfast with Santa**

Saturday, December 3rd and 10th, 9:00 a.m.

Enjoy a pancake breakfast, a visit with Santa, and a specially wrapped present (children only).

\$10/Neville member \$12/Non-member Children one and under: FREE!

Visit www.nevillepublicmuseum.org to sign up now!

515 PINE STREET GREEN BAY, WISCONSIN 54301-5194 LYNN M. STAINBROOK

DIRECTOR

PHONE (920) 448-4400 FAX (920) 448-4364 E-MAIL Stainbrook\_LM@co.brown.wi.us WEBSITE www.browncountylibrary.org

Library Report November, 2011

### **General**

The Friends of the Brown County Library held a news conference to kick-off their 22<sup>nd</sup> annual Give-A-Kid-A-Book campaign. Betina Driver, wife of Green Bay Packers Donald Driver, is the honorary chairperson of this campaign the collects new, unwrapped books for low-income children in our community. The books are distributed through the Salvation Army's Holiday Giving program at ShopKo Hall in December.

Staff, a Friends' board member and volunteers participated in the annual downtown Holiday Parade. To promote Give-A-Kid-A-Book, over 3000 books were distributed to kids along the parade route compliment of the Friends.

Staff from several locations attended the E-books and Digital Audiobooks seminar hosted by the Nicolet Federated Library System and presented by Keetra Baker.

### **Central Library**

The skylight replacement project is well underway. Scaffolding was installed; the old skylight and t-beams were removed, and construction of the new skylight will take place in early December. The project is expected to be completed by the holidays. The skylight will significantly improve the energy efficiency of the building and will allow much more day lighting.

Reference staff members have made even more adjustments to the work area, seeking to streamline processes, increase functionality, and eliminate unnecessary tasks. More changes will take place after the skylight scaffolding is removed.

"Child Development and Literacy (ages 0-6)" was the topic of a presentation by a children's librarian for the Preble High School Child Development class in mid-November.

Sesame Street Live Story time -- Elmo and Cookie Monster wowed the crowd of 200 kids and adults at a special story time presented by children's librarians at the Central Library on Friday, Nov 4. The giant muppets were in town for the Sesame Street Live shows at the Brown County Arena. The appearances were arranged with Vee Corporation who also provided several sets of free tickets used as door prizes at the story time and as prizes at each branch library for a Sesame Street Live reading program.

Golden Rule Story times - with an emphasis on manners and good behavior—were offered November 10 to tie into Good Ethics Day, a special day sponsored by the American Foundation of Counseling Services. Nearly 100 preschoolers and adults attended.

New York Times bestselling children's author/illustrator Jan Brett visited the Central Library for a presentation and book-signing in a special after-hours event on Sunday evening, November 13. Approximately 300 adults and kids attended, many waiting at the library for several hours to get in line for Jan's autograph. Her 45-foot art-wrapped tour bus and costumed storybook character Hedgie provided additional photo opportunities.

Computer classes for very beginners are being presented by staff twice a week in November and December. Small groups of adults are learning the basics of how to use a computer, search the Internet and set up a web-based email account.

### Ashwaubenon Branch

Staff training included using the OverDrive download station with a MP3 player.

One-on-one computer classes continue to be offered to adults.

### Denmark Branch

A special Thanksgiving story time focused on caring and sharing.

Officer Scot Knutson from the Denmark Police Department brought his squad car and other equipment for kids to see and learn about.

### **East Branch**

Children's staff gave a presentation to the Early Childhood Education students at Preble High School. There were 18 students and 2 adults present. The presentation included information about how to read to children from babies to pre-school age. A story time demonstration was also given.

Seventy-five first graders from Martin Elementary School and their teachers/parents came for a special story time and check out. All but 2 children had library cards!

The "Bargain Sleuth" Jennifer Jacobsen Carew presented a program entitled "Not-So-Extreme Couponing". The presentation was limited to a 25 person group due to the size of our room.

### **Kress Family Branch**

Staff presented at a Bellin Hospital parenting class.

STAR WARS! Vader's 501st Legion visited on a Saturday and over 275 people came in to meet them. A personal collection of Star Wars memorabilia was displayed prior to the event.

### Pulaski Branch

Pulaski Page Turners discussed the book Room by Emma Donoghue.

Staff will be working on developing a new layout for library newsletters.

Ms. Wenzel's 2<sup>nd</sup> grade class from Assumption BVM visited for a tour and story time.

Staff attended Career Day at Glenbrook Elementary School to discuss being a librarian to about 60 2nd graders.

Jason and Jenna from Barkhausen Waterfowl Preserve came to discuss pelts and antlers and showed some animal friends.

An adult volunteer continues to offer two computer classes two Tuesday nights a month. She booked through December.

### Southwest Branch

Good Nutrition Month was celebrated with a program presented by guest Mary Jo Liesch from the Wisconsin Nutrition Education Program. Parents received tips for making easy, healthy snacks their children will enjoy. Kids learned about the Food Plate – the new healthy eating model.

Staff and volunteers are eagerly tagging all materials for implementation of RFID and self-checkout. An open house is planned for Monday, December 5 for patrons to test-drive the new equipment and ask questions. Selected as a pilot location, the branch is the first area library to offer this innovative technology that uses radio frequency identification to manage the check-in and check-out of library materials.

### Weyers-Hilliard Branch

Staff hosted another well-attended Family Night program for Halloween, and presented a Halloween program for Head-Start.

Toddler Art Day was a huge success. Little ones created hand prints, played in plaster of paris, and had great fun with "Incredible Foam".

A selection of pieces from Cheri Martell's Bay Port High School art class is on display.

The digital photo frame is up and running and features library-wide events and pictures of customers and staff.

State Tax forms have been ordered and are scheduled to arrive in early January.

### Wrightstown Branch

National Hug a Bear Day was celebrated with a special teddy bear program and Good Nutrition Month was celebrated with stories of healthy eating and creating a healthy snack.

10-20-11	POL	N-6
DIS	CIPLINE POL	ICY

### **DISCIPLINE POLICY**

An attempt will be made to help employees having difficulty in their employment with the Library. Willful or inexcusable breach of rules may subject an employee to disciplinary action or immediate discharge from employment consistent with the Library's right to discharge at will. Any actions taken will be copied or summarized and put in the employee's permanent personnel file.

The actions that might be taken are the following:

- 1. The employee may be given a verbal reprimand. This normally will be done in private. The supervisor will give the employee the reasons for being disciplined and also the manner in which the employee shall correct the problem in the future.
- 2. The employee may be given a written reprimand, and a copy will be placed in the employee's personnel file. This letter will state the rule or policy broken and how to improve performance.
- 3. The employee may be suspended for up to three days without pay.
- 4. The employee may be discharged by letter or immediately if circumstances warrant such action.

The fact that these actions are listed in order of severity does not imply that the employer will necessarily or regularly follow this sequence.

At any point in the discipline process, the employee may invite a third party to be present at any meeting. That person is expected to be discreet and confidential about the content of the meeting.

Oral and written warnings will be active for 12 months. Suspensions will be active for 18 months.

At all times, the employee shall have the right to recourse of the grievance policy.

This policy, was approved at the October 20, 2011 Library Board meeting in accordance with Wisconsin Statutes 43.58(4), and reported to the Education & Recreation Committee on Dec 1, 2011 as part of the Director's Report and attached to the meeting minutes.

15

10-20-11	POL	N-5
GRIEV	ANCE PROC	EDURE

### **GRIEVANCE PROCEDURE**

### **POLICY STATEMENT:**

This policy is intended to comply with Section 66.0509(1) (m), Wis. Stats., and provides a grievance procedure addressing issues concerning workplace safety, discipline and termination.

It is the Library's policy to treat all employees fairly and equitably. An employee has the right to bring a grievance to the Library's attention without fear of reprisal. Filing a grievance will not reflect unfavorably on an employee's loyalty or adversely affect an employee's employment status.

Nothing in this section precludes any legal means of redress available to an employee, including the right to seek redress in a court of law.

### **DEFINITIONS:**

"Grievance" means a complaint regarding discipline, termination, or workplace safety.

"Discipline" means oral warnings (where a written record of the warning is placed in the employee's file), written reprimands, suspension and demotion. Discipline does not include performance reviews, work plans or corrective actions that do not include a reprimand or other adverse employment action.

"Termination" means discharge from employment. Layoffs (reductions in force) are not considered terminations and are not subject to this procedure.

"Workplace Safety" means a condition of employment related to the physical health and safety of an employee. It includes, but is not limited to, the safety of the physical work environment, provision of protective equipment, safety training, the safe operation of workplace equipment and tools, and accident risk and workplace violence prevention. It does not include conditions of employment related to general working conditions that are unrelated to physical health or safety, such as compensation, performance reviews, work schedules, hours of work, breaks, overtime, sick leave, family or medical leave, or vacation scheduling.

10-20-11	POL	N-5
GRIEV	ANCE PROC	EDURE

### GRIEVANCE PROCEDURE - page 2

### <u>ADMINISTRATION</u>

The Library Director will administer the grievance procedure. Managers and supervisors will keep the Library Director informed of all grievances.

### **PROCEDURE**

In the event that an employee has a disagreement concerning discipline, termination or workplace safety, the employee and his or her immediate supervisor are expected to work together toward a mutually agreeable solution before the employee starts the formal grievance procedure.

### Step 1. Written Grievance

Within fourteen (14) days of the action or event that gives rise to the grievance, the employee may present a written grievance to the Library Director. The written grievance will include the name of the grievant, a clear and concise statement of the grievance, the date the action or event took place, the remedy requested, the signature of the grievant and the date of the written grievance.

The Library Director will meet with the employee to discuss the grievance and attempt to resolve it within fourteen (14) days of receipt. The Library Director will notify the Brown County Library Board of any written grievance and provide a copy of any written materials received in connection with the grievance.

The Library Director will provide a written reply to the employee within fourteen (14) days following the meeting between the Library Director and the employee.

### Step 2. Impartial Hearing

Within fourteen (14) days of receipt of the Director's reply, the employee may request a hearing before an impartial hearing officer by filing a written request with the Library Director. The Library Director will provide the employee with a list of impartial hearing officers within three (3) days of receiving the hearing request. The list will be compiled by a group of employees from all levels and locations of the Library. The employee may, within fourteen (14) days of filing the hearing request, rank the hearing officers in order of preference and return the list to the Library Director. The Library Director will contact the hearing officers in order of the employee's preference when scheduling the hearing. If the employee does not return the list or rank the hearing officers, the Library Director may select any hearing officer on the list.

10-20-11	POL	N-5
GRIEV	ANCE PROC	EDURE

### GRIEVANCE PROCEDURE - page 3

A hearing will be scheduled within twenty-one (21) days of receipt of the hearing request. The hearing officer may reschedule the hearing with the mutual consent of the parties. The hearing officer may, with the consent of the parties, use his or her best efforts to mediate the grievance. The employee has the right to be represented at the hearing, at the employee's expense, by a person of the employee's choosing.

The Library has the burden of proof in a discipline or termination grievance to show reasonable cause for its action. The employee has the burden of proof in a workplace safety grievance. The standard required of the party with the burden of proof in all cases is a preponderance of the evidence.

The impartial hearing officer may only consider the matter presented in the initial grievance filed by the employee. The impartial hearing officer shall have no power to add to, subtract from, or modify the terms of Library policy or the rule that forms the basis for the grievance.

The hearing officer will provide a written decision within fourteen (14) days following the end of the hearing.

### Step 3. Library Board Appeal

Within fourteen (14) days of receipt of the hearing officer's decision, the employee may appeal the decision in writing to the Brown County Library Board (governing body to the Brown County Library as stipulated in Section 43.58(4) Wis. Stats.). The appeal with be placed on the agenda for the first Library Board meeting that is held at least ten (10)\*\* calendar days after the Library Director receives a written notice of appeal. The appeal with be noticed for consideration in closed session pursuant to Section 19.85(1) (b) Wis. Stats. pertaining to the dismissal, demotion, licensing or suspension of a public employee. The Library Director will provide a copy of the meeting notice to the employee, and the employee may request that an open session be held.

The employee has the right to representation by a person of the employee's choosing and at the employee's expense. The employee and the employee's representative may attend the closed session. The employee or the employee's representative may address the Library Board. However, the employee and the employee's representative will be excluded from any closed session during the Library Board's discussion or deliberation.

The Library Board's consideration of the appeal will be limited to a review of the record and any oral or written arguments to determine whether there was any procedural error or any abuse of discretion. The Library Board may reverse the hearing officer's decision, remand the decision for further proceedings, or

10-20-11	POL	N-5
GRIEV	ANCE PROC	EDURE

### GRIEVANCE PROCEDURE - page 4

substitute a lesser discipline. The employee or the employee's representative will be verbally informed of the Library Board's decision within twenty-four (24) hours.

The Library Board President will prepare and sign a written determination reflecting the Library Board's decision. The Library Board President may enlist the assistance of counsel in preparing the determination. A copy of the determination will be provided to the employee within fourteen (14) days following the Library Board's decision. The Library Board's decision is final and may not be appealed.

### Time Limits

The time limits set forth in this policy will be made up of calendar days. The stated time limits are intended to be maximum periods of time for action. However, any step can be completed in less time. Any time limits set forth in this policy may be extended by mutual agreement in writing.

### Responsibility of Costs

With the exception of costs for personal representation of wither party, costs for hearing-related expenses will be shared equally by the employee and the Library. The employee's share may be paid by the Union for represented staff.

\*\* NOTE: In Step 3, the requirements for providing public notice of Library Board meetings dictate that 10 days fall between the notice and the meeting.

11-17-11	POL	N-7
VA	CATION RUL	.ES

### **VACATION RULES FOR STAFF HIRED BEFORE JULY 1, 2011**

Employees will earn vacation time based on the accrual schedule below. As of January 1, 2012, any employee who is earning more vacation than at the corresponding accrual threshold in the new schedule below will continue to earn vacation time at the 2011 rate until they reach the next level of accrual.

Vacation time is earned on a monthly basis, prorated from the annual accrual amounts below. Except for clerks who have worked for the Library for fewer than five (5) years, the employee's total vacation accrual for the forthcoming year is credited to the employee at the beginning of the calendar year. Clerks who have worked for the Library for fewer than five (5) years have vacation time credited on a monthly basis. Any employee who terminates his or her employment or has his or her employment terminated for any reason shall be compensated for all earned vacation time worked as of the date of termination. The employee shall reimburse the Library for any vacation time taken but not earned at the time of his or her termination.

Employees may carry up to two weeks of vacation beyond the end of the calendar year. Employees are encouraged to use at least one week of vacation carryover in the first three months of the next calendar year.

Employees hired before January 1, 1982 who carry over more than two weeks of vacation have until January 1, 2017 to use earned vacation time at a rate that will bring them in line with the two-week carryover limit. Such employees will work with their supervisors and Library Administration to plan their vacation leave to reach this goal while still meeting the staffing needs of the Library.

11-17-11	POL	N-7
VA	CATION RUL	.ES

### **VACATION RULES FOR STAFF HIRED AFTER JULY 1, 2011**

Employees who work half-time or more (18.75 hours per week for hourly employees; 20 hours per week for salaried employees) will earn vacation time based on the accrual schedule below, after successfully completing the six-month initial employment period.

Vacation time is earned on a monthly basis, prorated based on the annual accrual amounts below. Except for clerks who have worked for the Library for fewer than five (5) years, the employee's total vacation accrual for the forthcoming year is credited to the employee at the beginning of the calendar year. Clerks who have worked for the Library for fewer than five (5) years have vacation time credited on a monthly basis. Any employee who terminates his or her employment or has his or her employment terminated for any reason shall be compensated for all earned vacation time worked as of the date of termination. The employee shall reimburse the Library for any vacation time taken but not earned at the time of his or her termination.

Employees may carry up to two weeks of vacation beyond the end of the calendar year. Employees are encouraged to use at least one week of vacation carryover in the first three months of the next calendar year.

### VACATION ACCRUAL SCHEDULE (for staff hired after July 1, 2011)

Length of Service	Annual Accrual	37.5 hours/week (100%)	28 hours/week (75%)	25 hours/week (67%)	20 hours/week (53%)	19.5 hours/week (52%)	18.75 hours/week (50%)	Salaried Employees (100%)
after 1 year	5 days	37.5 hours	28 hours	25 hours	20 hours	19.5 hours	18.75 hours	40 hours
after 3 years	10 days	75 hours	56 hours	50 hours	40 hours	39 hours	37.5 hours	80 hours
after 10 /ears	15 days	112.5 hours	84 hours	75 hours	60 hours	58.5 hours	56.25 hours	120 hours
ifter 17 years	20 days	150 hours	112 hours	100 hours	80 hours	78 hours	75 hours	160 hours

In scheduling vacation, employees will submit their vacation requests in advance and with as much notice as possible. Supervisors will accommodate the preferences of staff members when possible, but decisions will be based on the needs of the department, branch or work group. Supervisors and employees will work together to fairly resolve conflicting vacation requests.

11-17-11	POL	N-7
VA	CATION RUL	.ES

### VACATION ACCRUAL SCHEDULE (for staff hired before July 1, 2011)

Length of Service	Annual Accrual	37.5 hours/week (100%)	28 hours/week (75%)	25 hours/week (67%)	20 hours/week (53%)	19.5 hours/week (52%)	18.75 hours/week (50%)	11 hours/week (29%)	Salaried Employees (100%)
after 1 year	11 days	82.5 hours	61.6 hours	55 hours	44 hours	42.9 hours	41.25 hours	24.2 hours	88 hours
after 3 years	12 days	90 hours	67.2 hours	60 hours	48 hours	46.8 hours	45 hours	26.4 hours	96 hours
after 6 years	14 days	105 hours	78.4 hours	70 hours	56 hours	54.6 hours	52.5 hours	30.8 hours	112 hours
after 9 years	16 days	120 hours	89.6 hours	80 hours	64 hours	62.4 hours	60 hours	35.2 hours	128 hours
after 12 years	18 days	135 hours	100.8 hours	90 hours	72 hours	70.2 hours	67.5 hours	39.6 hours	144 hours
after 15 years	20 days	150 hours	112 hours	100 hours	80 hours	78 hours	75 hours	44 hours	160 hours

In scheduling vacation, employees will submit their vacation requests in advance and with as much notice as possible. Supervisors will accommodate the preferences of staff members when possible, but decisions will be based on the needs of the department, branch or work group. Supervisors and employees will work together to fairly resolve conflicting vacation requests.

### Brown County Southwest Branch Library Invites You to Discover RFID Self Check - a new option for checkout!

Another way that Brown County Library serves you better!

If you'd like to checkout your own materials - you can!
If you'd like us to checkout your materials - we can!
The choice is yours!

Learn about this new technology and try out the new equipment at our Open House:

Monday, December 5 10 am - 7 pm

Stop in anytime!

The Southwest Branch is the first area library to offer this innovative library technology that uses radio frequency identification to manage the check-in and check-out of library materials.

Imagine checking out a stack of materials all at once!

WOW!

That's efficient & convenient.

We'll show you how it works and answer any questions you might have. Enjoy cookies and coffee, too!



\* Make a child's Christmas







Wondering what you should buy? See suggestions on reverse.

Please donate new books for babies, children and teens.

This year the need for books is greater than ever.



You can help put a new book in the hands of a disadvantaged child by donating to the Friends of the Brown County Library's Give-A-Kid-A-Book campaign.



For information call 920.448.5811 or visit www.browncountylibrary.org



### Great Books for Gift Giving



This holiday season, gift the gift of reading!

This list is a sampling of books recommended for holiday gift-giving for babies and readers, preschool through 12<sup>th</sup> grade. Be sure to ask your librarian or local bookstore for additional suggestions!



### **Board Books**

(Birth - Age 3)

Goodnight, Moon or others by Brown
Any 'Touch & Feel' books
Lift-a-Flap books by Katz
"Zoo Borns" series
Sesame Street board books
Books by Sandra Boynton
Spanish/English board books



### Picture Books

(Ages 4-6)

Pigeon books by Willems

Max & Ruby books by Wells

Curious George books by Rey

Thomas the Tank Engine books

"Pinkalicious" series by Kann

Books by Jan Thomas

Books by Jan Brett



### **Beginning Reader Books**

(Ages 7-8)

Fancy Nancy "I Can Read!" books

Elephant & Piggie books by Willems

Biscuit (dog) books by Capucilli

Fly Guy books by Arnold

"Magic Tree House" series by Osborne

Disney's "Step into Reading" books

Dr. Seuss Beginning Readers



### **Intermediate**

(Ages 9-12)

"The Warriors" series by Hunter

"The Seekers" series by Hunter

"The 39 Clues" series

"Heroes of Olympus" series by Riordan

"Kane Chronicles" series by Riordan
Any "Ripley's Believe It or Not" books

Big Nate books by Pierce

Wimpy Kid books by Kinney



### Teens

(Ages 13-15)
Suggested Series:
"Dairy Queen" series
"Life as We Knew It" trilogy
" Missing" series
" Gone" series

- " Young James Bond" series " Hunger Games" series
- " Monster High" series



Teens

(Ages 16 and up)
Suggested Authors:
Sarah Dessen
Sharon Draper
Ellen Hopkins
Jodi Piccoult
Paul Volponi
Jeanette Walls
Scott Westerfeld



Look for Give-A-Kid-A-Book donation boxes throughout the community including all Brown County Libraries and Associated Bank locations.

Please drop off new, unwrapped books by December 10.



Thank you!



Money donations are also accepted.

Mail checks payable to:
Friends of the Brown County Library: GAKAB
515 Pine Street, Green Bay, WI 54301







## 5/27/10 issued 15 family passes to HS CTC departme

# NEW ZOO ADMISSIONS REVENUE ATTENDANCE 2011 REPORT 2009, 2010, 2011

### **ATTENDANCE**

MONTH	2009	2010	2011
January	908	834	592
February	2,524	1,649	1,240
March	6,941	11,754	4,112
April	22,456	29,292	16,835
May	42,282	38,070	34,741
June	23,597	41,647	43,321
July	56,199	39,142	40,042
August	42,035	42,345	48,792
September	21,738	17,938	15,637
October	14,165	27,836	31,148
November	6,020	2,571	2,693
December	1,292	1,266	
TOTAL	270,055	254,344	239,153

## **ADMISSION & DONATIONS**

	2009		2010		2011			2009	20:10	2011
		DONATION		DONATION		DONATION		PER	PER	PER
٠	ADMISSIONS	BIN	ADMISSIONS	BIN	ADMISSIONS	BIN	(+)/(+)	CAP	CAP	CAP
MONTH										
January	1,773.00	1,042.55	1,532.00	590.80	1,239.00	389.55	(293.00)	\$3.49	\$1.84	\$2.09
February	5,824.00	96.009	3,714.10	41.00	2,506.00	429.78	(1208.10)	\$2.31	\$2.24	\$2.02
March	15,750.25	281.06	27,371.74	184.00	9,465.00	83.95	(17906.74)	\$2.31	\$2.33	\$2.30
April	39,286.50	718.31	57,448.67	931.97	33,618.40	-	(23830.27)	\$1.75	\$1.96	\$2.00
May	123,197.16	755.50	118,802.99	427.56	100,768.40	515.18	(18034.59)	\$2.91	\$3.12	\$2.90
June	117,308.93	845.03	112,869.92	385.04	122,512.42	526.74	9642.50	\$2.19	\$2.71	\$2.83
July	151,684.20	1,337.71	115,654.19	483.99	123,122.83	616.58	7468.64	\$2.70	\$2.95	\$3.07
August	123,188.80	1,302.09	129,290.88	476.65	141,956.40	547.61	12665.52	\$2.93	\$3.05	\$2.91
September	64,341.99	968.33	50,826.50	657.88	50,013.28	791.07	(813.22)	\$2.96	\$2.83	\$3.20
October	12,455,25	128.60	30,099.13	131.50	36,991.97	469.46	6892.84	\$0.88	\$1.08	\$1.19
November	14,183.50	519.69	6,103.00	251.00	7,318.45	186.05	1215.45	\$2.36	\$2.42	\$2.72
December	3,449.00	2,859.00	3,380.28	1,552.00				\$2.67	\$2.67	
TOTAL	\$672 442.58	\$11,358,23	\$657,093.40	\$6,113.39	\$629,512.15	\$4,555.97	(24200.97)	\$2.46	\$2.43	\$2.48

### NEW ZOO GIFT SHOP, MAYAN ZOO PASS REVENUE

	2011 REPORT							2009 2010			2011			
Paws & Claws	2009, 2010, 2011							F	ER PER		PER			
Gift Shop		2009		2010		2011		(-)/(+)	C	AP		CAP		CAP
January	\$	830.17	\$	1,100.43	\$	850.64	\$	(249.79)		\$1.03	\$	1.32		1.44
February	\$ 2	2,830.32	\$	1,733.75	\$	1,813.73	\$	79.98		\$1.12	_	\$1.05		1.46
March	\$ 5	,913.59	\$ 1	0,694.13	\$	4,436.34	\$	(6,257.79)		\$0.87		0.91		1.08
April	\$ 15	,107.46	\$ 2	5,606.74	\$	12,644.60	\$	(12,962.14)		\$0.67	\$	0.87		0.75
Мау	\$ 36	3,771.02	\$ 4	1,462.02	\$	36,626.74	\$	(4,835.28)		\$0.87		1.09		1.05
June	\$44	1,494.48	\$4	5,906.57		\$44,855.32	\$	(1,051.25)		\$0.83	\$	1.10		1.04
July	\$ 49	9,436.74	\$ 4	4,312.40	\$	46,882.07	\$	2,569.67		\$0.89	_	1.13		1.17
August ·	\$ 41	,274.65	\$ 4	8,932.87	\$	50,252.33	\$	1,319.46		\$0.98	8	1.16		1.03
September	\$ 16	,858.13	\$ 1	6,193.99	\$	15,149.13	\$	(1,044.86)		\$0.78	\$	0.90		0.97
October	\$ 13	3,326.57	\$ 1	7,078.70	\$	18,782.65	\$	1,703.95		\$0.94	\$	0.61		0.60
November	\$ 4	,147.86	\$	2,444.98	\$	3,733.23	\$	1,288.25		\$0.69	~~~	0.97		1.39
December	\$1	,708.66	\$	1,847.89						\$1.32		1.46		
TOTAL	\$ 232	,699.65	\$ 25	7,314.47	\$ :	236,026.78	\$	(19,439.80)	\$	0.92	\$	1.05	\$	1.09

						2009	2010	2011
Mayan						PER	PER	PER
Taste of Tropic	2009	2010	2071		(+)/(+)	CAP	CAP	CAP
January	\$ 589.3	3 \$ 1,702.25	\$ 974.96	\$	(727.29)	\$0.73	\$2.04	\$1.65
February	\$ 1,773.7	9 \$ 2,542.97	\$ 1,677.23	\$	(865.74)	\$0.70		
March	\$ 4,509.8	8 \$ 13,071.01	\$ 4,831.74	\$	(8,239.27)	\$0.66		\$1.18
April	\$ 13,320.2	2 \$ 22,461.64	\$ 13,908.56	\$	(8,553.08)	\$0.59	1	\$0.83
May	\$ 32,991.3	5 \$ 40,170.65	\$ 33,326.69	\$	(6,843.96)	\$0.78		
June	\$38,201.6	7 \$44,864.86	\$47,807.81	\$	2,942.95	\$0.71	\$1.08	
July	\$ 44,643.8	2 \$ 48,815.59	\$ 52,190.85	\$	3,375.26	\$0.79		
August	\$ 41,662.9	5 \$ 52,917.17	\$ 57,760.72	\$	4,843.55	\$0.99		
September	\$ 16,925.8	5 \$ 19,543.36	\$ 19,539.45	\$	(3.91)	\$0.78		
October	\$ 12,192.6	5 \$ 22,334.07	\$ 25,618.50	\$	3,284,43	\$0.86		
November	\$ 4,135.1	2 \$ 2,874.40	\$ 2,972.94	\$	98.54	\$0.69	<del></del>	
December	\$ 1,960.9	9 \$ 1,797.83		Г		\$1.52		
TOTAL	\$ 212,907.6	2 \$ 273,095.80	\$ 260,609.45	\$	(10,688.52)			\$1.16

ZOO PASS								
MONTH	2009	2010	2011		(-)/(±)	NEW	RENEWAL	TOTAL
January	\$ 1,827.00	\$2,317.00	\$1,385.00	\$	(932.00)	- 7	17	24
February	\$ 3,977.00	\$ 3,177.00	\$ 2,485.00	\$	(692.00)	14	27	41
March	\$ 12,073.00	\$17,882.00	\$8,042.00	\$	(9,840.00)	40	87	127
April	\$ 20,447.00	\$ 24,530.00	\$ 21,614.00	\$	(2,916.00)	130	213	343
May	\$ 32,600.00	\$ 28,047.00	\$ 24,232.00	\$	(3,815.00)	117	271	388
June	\$23,237.00	\$25,770.00	\$20,412.00	\$	(5,358.00)	84	238	322
July	\$ 20,025.00	\$ 18,033.00	\$ 12,127.00	\$	(5,906.00)	36	157	193
August	\$ 12,308.00	\$ 14,188.00	\$ 10,538.00	\$	(3,650.00)	20	149	169
September	\$ 7,278.00	\$ 6,816.00	\$ 5,341.00	\$	(1,475.00)	13	71	84
October	\$ 2,739.00	\$ 5,581.00	\$ 5,036.00	\$	(545.00)	14	65	79
November	\$ 3,944.00	\$ 4,494.00	\$5,741.00	\$	1,247.00	25	76	101
December	\$ 8,273.00	\$ 8,660.00		Ė				
TOTAL	\$ 148,728.00	\$ 159,495.00	\$ 116,953.00	\$	(33,882.00)	500	1371	1871

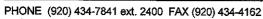
### **NEW ZOO**

### Brown County

4418 REFORESTATION ROAD GREEN BAY, WISCONSIN 54313

MARIA A. LASECKI

OPERATIONS MANAGER FOR IMMEDIATE RELEASE



E-MAIL: LASECKI\_MA@CO.BROWN.WI.US



Holiday Fest at the NEW Zoo

Friday, December 16th and Saturday, December 17th from 5:00-8:00pm

The candlelit pathways of the zoo will be open for extended hours on these dates and, in addition to our live critters, will feature a horse drawn wagon ride thru the Reforestation Camp trails for an additional fee of \$2. Warm up in our beautifully decorated Mayan Taste of the Tropics Restaurant where a delicious menu and Santa will await! Stop by the Barth Center for fun-filled children's activities and even live animal encounters!

As always, our animal friends greatly appreciate being added to your shopping list at Christmas time. Consider bringing a gift for your favorite zoo animal and place it under the tree at the Visitor Center. Much needed items include gift cards to Fleet Farm, Wal-Mart and pet/home improvement stores; Rubbermaid bins of all sizes; and monetary contributions are always greatly appreciated.

### Breakfast with Santa

Join the Zoo Crew on Saturday, December 17<sup>th</sup> from 9:00-noon in restaurant where we will host an affordable yet scrumptious Breakfast with Santa! An <u>all you can eat</u> pancake and porkie breakfast buffet complete with fresh fruit and all the fixins' will await. Buffet costs are \$6 for adults (16 yrs and over) and \$4 for children (regular zoo admission also applies). Children one and under may dine free.

### Shop 'til You Drop

Need to do some shopping or figure out the perfect gift for that 'hard to buy' for family member? Why not give the "NEW Zoo"? Our Zoo Pass program is a wonderful way for folks to enjoy your present year 'round-admission free! And, our expanded operational hours until 8pm EVERY DAY in June, July and August will make the zoo even more accessible next year. Now thru Dec 31<sup>st</sup>, all Zoo Pass members receive 50% off in our Paws and Claws Gift Shop (no other discounts apply)-so pick up a gift to go along with your Pass!

For more information, check of website: www.newzoo.org or contact us at (920) 434-7841

Regular admission fees are: Children 2 & under-free; Children 3-15 & Seniors 62 & over-\$3, Adults-\$5 & Family-\$15

The NEW Zoo is located at 4418 Reforestation Rd, Green Bay, WI 54313

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Objective: Permission to add to, maintain, and improve our existing mountain bike trail system at the Reforestation Camp to be sustainable in a way that will minimize user impact.

What do mountain bikers want? Connection to nature, escape, fun, challenge, exercise, variety, connections, camaraderie, a sense of belonging, and facilities!

Mountain biking is a popular activity with nearly 40 million participants annually. This number has been steadily growing over the past decade.

- I. Brief history of existing trail system
  - a. There is a core group of volunteers that has built and maintained the current trail system that is about 12-15 years old.
  - b. The Titletown Flyers are an organized group of riders who have joined forces with us for the past several years and also volunteer their time for trail maintenance.
  - c. We have held numerous mountain bike events at the Reforestation Camp. WEMS and WORS events have raised several thousand dollars to be used for the trails at the Camp.
  - d. The trail use for mountain biking has increased by approximately 40% over the past few years, therefore generating income for the park.
  - e. Due to the age of our trail, the extremely wet conditions of the past two years, and the increased use of the trail, our trail has a few areas that are in need of repair.
  - f. We have discussed these issues with Jon Rickaby and Doug Hartman. In addition, we have taken them out on the trails and shown them some of the problem areas.
    - i. While on this field trip, we discussed and explained possible re-routes along with reasons why they are needed and methods we would use to fix the trails. In order to demonstrate what trail re-routes look like after completion, we visited the area known as the "Horseshoe" where some recent re-routes and fixes had been completed. The park officials were impressed with the "leave no trace" practices of the group and approved of the work that had been done. This tour took place in late May or early June.
    - ii. We proposed to reverse the trail direction odd/even years to help even out the wear on the trails. This request was approved. The Titletown Flyers have volunteered to change the signs at the end of every season, so that the signage is ready to go the following spring.
    - iii. We requested tool purchases for trail work. These purchases were approved from the mountain bike fund.
    - iv. We also asked for permission to bring in the International Mountain Bike Association (IMBA) to assess our trails and make recommendations for improvements. They would also be here to explain and demonstrate proper trial building techniques. This request was turned down.
    - v. We asked for permission to add single-track in an area that was scheduled to be logged this fall. This single-track would have been built after the logging was completed. This request was turned down.
    - vi. We asked to add a boardwalk so that we could build single-track that would have helped with user conflict (horses and bikes). This request was turned down.
    - vii. After the field trip, the group waited for approximately six weeks before being told what work could continue, with most of the proposals being turned down.
  - g. When members of our group do trail work, we are supposed to sign in and out of the maintenance building. This has been difficult at times because the building has been locked, and/or the clipboard with our log sheet has been missing.
- II. The Brown County Reforestation Camp is a place where thousands of people come to recreate yearly mountain biking, hiking, trail running, skiing, horseback riding, snowmobiling, snowshoeing, shooting at the rifle range, etc. The Camp is also actively logged. This park is not designated as a wildlife preserve. Instead it is a destination where people come and recreate. Therefore, we are asking to be able to improve the experience for those who would like to continue to visit the park and ride their bikes on the trails.

### III. Three Year Proposal

- a. Create volunteer "guidelines" and expectations so volunteers are held accountable for high quality work
- b. Permission to build "purpose built mountain bike single-track that would add interest and distance to our existing trail system. These "primitive" trails would also be open to trail running, hiking, and snow shoeing, thus making them multi-faceted. The trails would be designed and built for minimum environmental impact and maximum sustainability.
- c. Add small boardwalks where necessary to protect environment and add interest.
- d. Add designated, signed snowshoe trails for winter. Most of this would be accomplished by using the existing/new single-track, but there would need to be a signed trail from the lodge that would connect to the existing single-track. This option has been marked with marking tape and is awaiting approval.
  - i. Providing designated snowshoe trails has many benefits including keeping snowshoers off designated cross country ski trails, increasing park visitation in the winter by encouraging a new group to come recreate, and generating additional income for the park by charging a user fee for those wanting to snowshoe. The park could also consider providing rentals which could also generate additional income.
  - ii. Examples of area parks that have both marked snowshoe and xc-ski trails
    - 1. Nine Mile County Park Marathon County
    - 2. Greenbush State Park Northern unit of the Kettles
    - 3. Hartman Creek State Park Waupaca/Portage Counties
    - 4. Rock Lake Area Chequamegon National Forest
- e. Create a special use account like the skiers have to segregate the funds generated by mountain biking and the donations received from the races we host.
- f. Add warning signs at trial intersections for horses and bikes warning each other that there is a horse crossing ahead, or a bike crossing ahead.
- g. Add "rhythm" sections (where appropriate) to trail system.
- h. Purchase a walk behind excavator to be used for trail building.
- i. Fix problem areas on existing trail.
- j. Add mountain bike and snowshoe trails at Neshota Park.
- k. Allow night riding same hours as skiing (until 11:00 pm)
- I. Allow biking in the winter on the old snowshoe trails on the southwest side of the park.
- m. Add single track parallel to sections of ski trail
- n. Add pumptrack section sandpit area?
- o. Open up more double track for mountain biking to encourage more families to use the facility.

### IV. Five Year Plan

- a. Continue to maintain existing trails
- b. Add trails in the northwestern area of the park
- V. Nearby examples of successful trail building projects
  - a. Baird's Creek/City of Green Bay
  - b. Ryan Park/Kewaunee County
  - c. Copper Harbor area <a href="http://www.copperharbortrails.org/frontpage?page=1">http://www.copperharbortrails.org/frontpage?page=1</a>

http://www.bikethekeweenaw.com/index.html

http://titletownflyers.com/

http://www.youtube.com/watch?v=whM70LxBbAE about a minute in is the best part.

http://www.youtube.com/watch?v=vMQj-hZtC3E

http://www.youtube.com/watch?v=jFoHEK6b-cU&feature=related

http://www.youtube.com/watch?NR=1&v=IGyVhhbWz\_c